

Grassroots Funding Manager – Trans Unity Coalition (TUC)

Volunteer Position | Unpaid | Remote

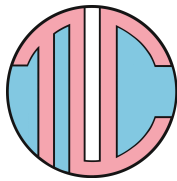
Role title: Grassroots Funding Manager. May be referred to as GFM.

Primary Division: Fundraising Team

Reports to: Current Executive Director (ED)

Duration: Ongoing, indefinite

Great early experience for: Development manager, fundraising campaign coordinator, advancement officer, or nonprofit development director



Duties:

General Provision: The following duties are non-exhaustive. As such, additional needs may be incorporated as this role develops. All duties and responsibilities pertaining to the GFM role are subject to change at the discretion of the non-profit ED, but will be best kept in line with the essential needs of the fundraising team and its resources.

Fundraising Strategy: Work with leadership to develop fundraising plans and opportunities to maximize funds within TUC's non-profit system. Focus on grassroots support and address the challenges and limitations that come with this fundraising model. Identify target donation audiences and advise leadership on where to focus TUC efforts.

Grant Assistant Oversight: Manage grant assistants (GA) and check in regarding their updates or needs. Schedule meetings for periodic interaction.

Time Expectation: GFM should expect up to approximately 2-5 volunteer hours per week.

Additional Terms:

Acting Authority: Under these stipulations, the ED has final say and decision-making authority over role changes and new assignments. No final decision to act is to be made without permission from a supervisor, or in lieu of one, the Executive Director.

Role Flexibility: This volunteer role serves to further expand the fundraising team, as the collective team at TUC fleshes out various needs and duties during its development as an expanding non-profit organization.

This role also provides for role flexibility while acknowledging that due to TUC's many needs across several teams, the ED ultimately has final say regarding role need, direction, and decision-making. To accommodate this relationship, the ED aims to provide listening space for the purpose of learning how to improve this role.