



Dear Applicant,

We're thrilled by your interest to reach unreached people groups with us!

Over the last two decades, Within Reach Global has addressed Gospel poverty through faith-sharing, disciple-making, and church planting among unreached people groups.

Recognizing that millions still live without access to the good news of Jesus Christ, the ministry is now broadening its reach with plans for a new base of operations in Chiang Mai, Thailand. This campus will create a massive spike in the number of short-term teams, interns, staff, and indigenous missionaries who will reinforce the largest advancement of Bible and Gospel access in Thailand's history, extending into the 10/40 Window.

In this season of rapid expansion, we have a number of roles that must be filled by like-minded Christian individuals. We believe God wants to use you to bring long-lasting change in the world. He's gifted you in unique ways, and we want to help you thrive in your passions, purpose, and skillsets.

Thank you for prayerfully considering a position at Within Reach Global. You want your life to count for eternity. We do too. So let's start the process!

Sincerely,

The Within Reach Global team

WITHIN REACH GLOBAL

PO Box 1591 Prescott, AZ 86302, 928-793-2310

Website: withinreachglobal.org **Email:** info@withinreachglobal.org

Donor Relations Manager

Department // Executive

MAIN AREAS OF FOCUS: Director of Within Reach Global Finance Department. Including managing WRG accounts, budgets, and accounting staff.

LOCATION: Chiang Mai, Thailand.

JOB SUMMARY

The Donor Relations Manager is a key member of the Executive Leadership Team. The Donor Relations Manager is responsible for developing and implementing engagement and fundraising strategies to enhance and grow revenue of current and prospective donors of Within Reach Global and the day-to-day management of the following functions...

RESPONSIBILITIES

- ◆ Works with the Executive team to develop an annual plan for solicitation and engagement for both retainment of on going donors as well as attracting new donors.
- ◆ Achieves annual fundraising goals as determined by the Executive team.
- ◆ Design, document, and implement a systematic and integrated donor relations program.
- ◆ Establish and manage information tracking processes regarding acknowledgement, recognition, on-going communications and continued cultivation of past and current donors and members to enhance their relationship with WRG.
- ◆ Maintain online profiles, including Charity Navigator and Guidestar.
- ◆ Assist with final reports for grants and other writing needs.
- ◆ Provide professional assistance and interaction with donors (via phone, email, and face-to-face).
- ◆ Provide support when acknowledging appropriate financial and in-kind donations by correspondence.
- ◆ Cultivate engagement with donors and the activities of the ministry through timely and relevant communication.

YOU MUST HAVE...

- ◆ Bachelor's degree (or equivalent) with a minimum two years of nonprofit donor relations experience.
- ◆ Exceptional understanding of philanthropy as it relates to the nonprofit organization and knowledge of fundamental disciplines of resource development.
- ◆ Ability to maintain a high level of confidentiality.

- ◆ The ability to work independently and as part of a team; detail oriented, well organized, focused and goal-oriented, with a high level of initiative and energy, as well as problem solving skills.
- ◆ Prior experience in a database management as well as knowledge of CRM database required.
- ◆ The knowledge and ability to create, execute and/or support, and oversee a comprehensive donor acknowledgement and recognition plan, including advising on complex and carefully orchestrated events and programs for major donors.
- ◆ Demonstrated success in fundraising.
- ◆ Outstanding Christian character with a dedicated relationship with Jesus and a commitment to serving through financial stewardship in the advancement of the Great Commission.
- ◆ Strong support of the mission, vision, and values of WRG.

REPORTS TO

Director of Operations & serves as a member of the WRG executive team.

COMPENSATION & BENEFITS:

- ◆ All WRG positions are volunteer missionary roles. Personal salary is to be self-funded. Each new staff member will complete training on how to build a personal support team.
- ◆ Weekly spiritual formation and team building.
- ◆ Holidays, days off, sick leave, and other standard policies according to the WRG Staff Manual.

TEAM OVERVIEW

The CFO is the central hub of the Finance department. The CFO will lead a small team of accountants that specialize in focused areas in the ministry. This is a team effort. All work product is part of a larger vision of seeing the Great Commission realized in the lives of the people we serve.

ORGANIZATIONAL OVERVIEW

Within Reach Global is a growing environment that is focused on reaching the unreached in the 10/40 window with the Gospel of Jesus Christ. All our efforts are aimed to create more ministry outlets to those that have never heard. We are a team based work environment looking for highly skilled individuals who have a heart for the unreached.

PLEASE ATTACH...

- ◆ Cover Letter describing your desire for this position and how you best fill this role. *(required)*
- ◆ Resume/CV *(required)*

NEXT STEPS...

- ◆ Please email your cover letter and resume to careers@withinreachglobal.org.
- ◆ We will review your resume and notify you if we wish to proceed forward to the application process.