

NOTIFICATION OF POSITION VACANCY

Date: September 24, 2009

TITLE: Development Manager – March for Babies
REPORTS TO: Director of March for Babies
LOCATION: Los Angeles, CA
REASON FOR OPENING: Replacement

POSITION PURPOSE:

Work in conjunction with the Director of March for Babies on account management of Division teams, revenue development, leadership and support for division volunteer leadership recruitment, systems, materials and training.

POSITION RESPONSIBILITIES:

- Help develop and execute Division-wide strategic plan for significant March for Babies growth to include teams, sponsorship and volunteer development
- Manage and develop walk teams
- Secure new walk teams
- Help recruit and develop high-level Walk Chairs and other volunteer leaders
- Secure corporate sponsorship
- Manage assigned major logistical tasks (incentives, materials, collateral)

QUALIFICATIONS REQUIRED:

- Strong organizational, planning, communications, interpersonal and team building skills required
- Excellent verbal skills including public speaking ability and sales experience
- Bachelor's degree or equivalent combination of education and experience
- Strong demonstrated experience in fundraising and high-level volunteer recruitment (March for Babies or equivalent experience a plus)
- Experience working with volunteer leaders

CONTACT:

March of Dimes
1050 Sansome Street, 4th Floor
San Francisco, CA 94111
Fax: 415.788.2870
Email: CaliforniaJobs@marchofdimes.com
Before: October 8, 2009

NOTE:

1. Credit and criminal background check is required for this position: Yes (X) No ()
If yes, offer is contingent upon satisfactory completion of credit and criminal check.
2. If Human Resources or the hiring manager confirms you as a qualified candidate, you must inform your immediate supervisor of your intentions prior to initiating the formal interviewing process.
3. Upon request, the hiring manager will be provided information related to your performance, salary, and past work history.