

Fundraising Development Volunteer

DESCRIPTION



Grassroots Non-Profit Fundraising Development Volunteer **With Vera Aqua Vera Vita**

Vera Aqua Vera Vita is a grassroots nonprofit organization founded on the mission of “tapping into the physical and spiritual nature of water to empower people and communities in developing countries to generate clean water and sanitation solutions that bring ‘True Water True Life.’” We are a small and a relatively young organization with a lot of opportunity for growth and impactful contribution. Visit our website at VeraAquaVeraVita.org.

Job Description: Meaningful, professional, and fun volunteer fundraising developer working closely with the Founder & Executive Director, Director of Communications, Director of Finance, financial planning team, and fundraising team to help accomplish the mission of Vera Aqua Vera Vita by supporting in fundraising development services as described below.

Minimum Qualifications:

- Belief in/Supporting of Vera Aqua Vera Vita’s mission
- Willingness/motivation to learn & ability to quickly grasp new software, etc.
- Ability to work in a volunteer/team environment both in person and on the phone
- Self-motivated to complete projects, meet deadlines, and function independently without much oversight
- Fundraising Development experience (3 years minimum of professional skills preferred)
- Proficient in Excel particularly in database management

Scope of Role:

- Pursuit of new donors in support of the VAVV team
- Follow-up for retention of current & previous donors in support of the VAVV team
- Supporting pursuit of Foundational/Organizational Grants
- Pursuit of Corporate Sponsors
- Pursuit of speaking & networking engagements with potential for Major Gift Donors for VAVV
- Committee participation promoting Vera Aqua Vera Vita when assigned
- Participation in special event planning when assigned, for example: Annual Fundraiser

Expectations:

- Estimated hours per week: 5-10 hours minimum
- Accountable to meet strict deadlines, *with exceptions*
- Bi-weekly Status Meeting with supervisor on assignments as needed
- The exact duration of the volunteer role will be determined during onboarding

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Our (VAVV) Commitment:

- To provide the opportunity to work within a team of technical experts in a professional non-profit organization
- To provide an opportunity to learn, grow, and be creative in helping to vision VAVV for the future
- To provide a letter of recommendation, if requested, if all work requirements and professional standards were met during the volunteer period
- To provide experience working within a volunteer-based organization

How to sign-up:

- Visit <https://www.myvolunteering.com/veraaquaveravita/>, select the appropriate volunteer role, create your volunteer account, and submit the sign up form.
- Then email Jacob Niemeier at jniemeier@veraaquaveravita.org that you are ready to begin volunteering.
- Phone calls to Jacob at **317-670-6293** are welcome if you have questions, feedback, or want more information.