



**Job Title: Philanthropic Partnerships Manager (Part-Time, 20 hours/week)**

**Organization:** Junior Achievement of Southern Colorado

**Location:** Colorado Springs, CO

**Reports To:** President & CEO

**Position Summary:** Junior Achievement of Southern Colorado is seeking a passionate and driven Philanthropic Partnerships Manager to join our team on a part-time basis (20 hours per week). The ideal candidate will excel in relationship building, dynamic storytelling, and grant discovery, with a focus on securing new grants and strengthening relationships with existing funders. This role requires a self-starter with a talent for illustrating impact, mission, and outcomes through compelling writing and storytelling.

**Key Responsibilities:**

- **Relationship Building:**
  - Cultivate and maintain strong relationships with current and potential funders, including foundations, corporations, and individual donors.
  - Engage with stakeholders to understand their interests and align them with Junior Achievement's mission and programs.
- **Dynamic Storytelling:**
  - Develop and deliver compelling narratives that communicate the impact, mission, and outcomes of Junior Achievement's programs.
  - Create persuasive grant proposals, reports, and donor communications that effectively convey the organization's value and successes.
- **Grant Discovery & Research:**
  - Conduct thorough research to identify new grant opportunities that align with Junior Achievement's mission and goals.
  - Stay informed about trends in philanthropy, particularly in the areas of education and youth development.
- **New Grant Acquisition:**
  - Lead the process of writing and submitting grant proposals to secure funding from new sources.
  - Collaborate with internal teams to gather relevant program data and outcomes to support grant applications.

## **Key Responsibilities Cont.:**

- **Strengthening Relationships with Existing Funders:**
  - Manage and deepen relationships with current funders, ensuring they are informed and engaged with the organization's progress and impact.
  - Prepare and submit timely grant reports, showcasing the success and reach of funded programs.
- **Impact Illustration:**
  - Utilize data and stories to illustrate the impact of Junior Achievement's work on students, educators, and communities.
  - Create materials that effectively communicate the organization's outcomes to diverse audiences.

## **Qualifications:**

- Proven experience in grant writing, fundraising, or related fields, with a strong track record of securing funding.
- Exceptional communication skills, both written and verbal, with an ability to craft compelling stories that resonate with funders.
- Strong relationship-building skills, with a focus on engaging and retaining funders.
- Self-motivated and able to work independently with limited supervision, while also being a collaborative team player.
- Ability to manage multiple projects and deadlines simultaneously.
- Passion for Junior Achievement's mission of empowering young people to own their economic success.
- Proficiency in Microsoft Office and experience with CRM software is preferred.

## **Working Conditions:**

- Part-time position, 20 hours per week, with a flexible work schedule.
- Some remote work may be possible, with occasional in-person meetings required.
- The role may involve occasional travel within the region to meet with funders and stakeholders.

## **Compensation: \$25/hour**

## **Application Process:**

Interested candidates should submit a resume and cover letter to [anji.roewood@ja.org](mailto:anji.roewood@ja.org).