

THE SALVATION ARMY ALASKA DIVISION

“Doing the Most Good” is the Salvation Army’s distinct identifiable message. It is a promise we make to all--contributors, clients, associates, and officers. It is also a promise to our employees to do the most good by offering a greater sense of purpose in their work, by providing training and mentoring opportunities, and by offering pay and benefits that allow employees and their families to feel secure in their futures.

POSITION VACANCY ANNOUNCEMENT

Annual Giving Manager

Date Posted: 6/5/2015

Closing Date: Open Until Filled

The Annual Giving Manager manages annual giving programs designed to generate annual financial support for The Salvation Army’s Alaska Corps and Programs statewide. Strategies will include direct mail, the Season of Giving annual fundraiser, online giving, and other designated activities.

- Manages the annual giving fundraising efforts for The Salvation Army Alaska Division via strategic solicitation of prospective and previous individual donors to generate operating support for its Corps and Programs throughout Alaska.
- Manages the Community Relations and Development Department’s database of donors, volunteers, board members, and others.
- Oversees data entry and donations processing.
- Handles tasks related to direct marketing implementation for the Alaska Division such as approvals, invoices, and interfacing with direct mail vendors.

MINIMUM REQUIREMENTS

- Bachelor’s degree in relevant field such as Marketing, Public Relations, or Business and five years relevant, professional experience preferred. May substitute additional experience on a year for year basis for the education requirement. A minimum of three years relevant professional experience is required.
- Solid understanding of direct marketing strategies to assist in planning and coordinating the direct marketing efforts of the Alaska division. Must have an understanding and appreciation for the Mission of The Salvation Army.
- Proficient in the use of computers utilizing Microsoft operating systems and programs especially as it relates to managing databases that require strong technical skills. Must have advanced proficiency in navigating and managing a relational database such as Portfolio.
- Extremely strong analytical skills, ability to analyze data, and provide meaningful reports and analysis to the Director of Development and others as appropriate.
- Must possess extremely strong organizational skills and be able to manage a busy schedule of data entry, analytics, and reporting of donor contributions as part of the overall management of The Salvation Army’s donor database.
- Current Alaska driver’s license and acceptable driving and criminal history records.

To apply for this position, please visit our website, www.salvationarmyalaska.org/careers, fill out the application, and fax it to 907-276-2612. Please attach your resume or CV to the completed application form. If you need assistance or accommodation to apply for this position, please contact Human Resources at 907-339-3435.

The Salvation Army is an Equal Opportunity Employer



DOING THE MOST GOOD™