



***Position Yourself For A Higher Mission  
Join The Team That Changes Lives***

***Job Announcement  
Church and Community Relations Manager***

**General Purpose**

Under the supervision of the Vice President of Development, responsible for the creation, management, presentation, association, and overall relationship between the Mission, churches, colleges, youth groups, and other groups, including coordinating and planning special events. Develops, coordinates and monitors overall fundraising strategy for solicitation and cultivation of these donor sub-groups.

**Primary Responsibilities**

Serves as the liaison between the Mission and churches currently giving more than \$500 or more annually through personal contact and relationship building + Creates church ambassador and pastoral appreciation programs + Increases the number of churches, colleges and youth groups giving at least \$500 annually by implementing a personalized acknowledgement strategy, as well as identifying major donor prospects from within this group + Facilitates relationships between individual donors - discovered through church and college relationships - and Mission's President/CEO, Vice President of Development, Board Members, committee members or staff, when appropriate + Raises a minimum of \$150,000 each fiscal year by working with the Vice President of Development to create written strategies for each church that leads to solicitation and closing of gifts + Builds new meaningful relationships with churches and the Mission; develops projects and special events, and plans, organizes and implements them in homes or public venues + Establishes and maintains contacts with junior high and middle schools, high schools, colleges, universities, youth groups, e.g. Intervarsity, women's groups, Chamber of Commerce, Rotary Clubs, Kiwanis Clubs and other community organizations, etc. + Assists with coordination and supervision of Mission events including, but not limited to, Sleepless San Diego, Pastor Appreciation Day, Christmas in July, Interfaith Vigil, as well as Thanksgiving, Christmas and Easter dinner feeding programs held at the Mission + Works with clinical staff to develop a catalogue of program alumni testimonies + Participates in the creation, collation and publication of the annual report, working with the Vice President of Development and other Development staff + Manages budgetary matters related to church and youth group cultivation and solicitation + Regularly attends and participates in Mission meetings and functions related to Development activities + Contributes to the effective resolution of all relevant challenges, issues and opportunities as they relate to Development + Continuously improves fundraising skills by accomplishing the following: reads development-related industry journals, magazines, websites and blogs; attends relevant trainings/workshops; registers in related courses of study; and maintains membership in a related association.

### **Education / Experience**

Minimum Bachelor's degree from an accredited institution in Communications, Marketing or a Development-related field. Church, youth and/or pastoral experience. Preferred, 3 years of nonprofit fundraising experience and understanding of developing a large scale community outreach program to further the goals and objectives of the Mission in broadening its outreach to all churches in San Diego County.

### **Other**

Travel to meet donors, church groups, school representatives and other community partners is required, therefore, must have independent, reliable transportation. Must work evenings, overnights, weekends, and/or holidays as needed.

**If you have a passion to serve the homeless, needy and the poor in a faith-based environment, contact us!**

**Send your resume, cover letter and salary requirements to:**  
SDRM, Attn: Human Resources, PO Box 80427, San Diego CA 92138  
...or fax 619.234.4101 ...or email [gochoa@sdrescue.org](mailto:gochoa@sdrescue.org)

No phone calls please. All openings are subject to change without notice.

[www.sdrescue.org](http://www.sdrescue.org)