



JOB POSTING

April 2, 2025

Reconnect Rochester is seeking a full-time **Fundraising & Development Manager** to join a dynamic and growing team that works day-in and day-out to improve mobility in our community.

The Fundraising & Development Manager's primary role is to help attract financial and in-kind resources to fuel Reconnect Rochester's work. They will work to inspire individuals, corporations and foundations to support the programs and events that advance Reconnect Rochester's mission. Job responsibilities include managing our annual membership campaign, producing fundraising events, handling corporate sponsorships and relationships, facilitating donation processing and donor database management, and grant research, applications and reporting. This position works closely with the Co-Executive Director, as well as the Marketing & Outreach Manager.

View a complete job description [here](#).

The Fundraising & Development Manager position will require someone who:

- Possesses education, transferable skills and 3+ years of experience in a combination of the following areas: fundraising & development, non-profit administration, event management, volunteer management, marketing & communications, database management, project management, corporate partnerships, and relationship management
- Is self-directed, able to manage a healthy workload, and drive implementation of multi-faceted projects
- Is interested in professional growth in the field of fundraising and development
- Works well in a team environment and with diverse groups of people
- Is organized, resourceful, self-motivated and flexible
- Has strong written, verbal/relational and IT skills
- Is able to work periodic weekend and evening hours
- Has a personal interest and passion for helping our community become more multi-modal!

Hours, Benefits & Compensation:

- Full-time, 40 hours per week position, with 36 hour summer work week (Wed or Fri afternoons off every week from Memorial Day to Labor Day)



- Pay range of \$23.50 - \$26 per hour (\$49,000-\$54,000 annually) commensurate with education, skills and experience
- Flexible work options including work schedule/hours and partial remote schedule
- Benefits include: Health plan option with employer contribution, voluntary dental plan option, voluntary 403b plan offering, paid holidays, generous paid time off, workers' compensation, Social Security, unemployment and disability insurance
- Professional development opportunities, conferences, and training
- Collaborative and inclusive work environment fostering growth and work-life balance
- Meaningful work that contributes to positive social change!

To apply: Email cover letter and resume by April 30, 2025 to Mary Staropoli at mary@ReconnectRochester.org.

Commitment to Inclusion:

Studies have shown that women, trans folx, non-binary folx, people of color, and disabled people may be less likely to apply for jobs unless they believe they meet every qualification in a job posting. At Reconnect Rochester, we are committed to building a diverse and inclusive organization and strongly encourage you to apply, even if you don't believe you meet every qualification. Reach out if you require special assistance or accommodation to apply.