Fundraising Committee Associate
SCWIST Volunteer Opportunity

Are you an expert in funding or fund-raising for science outreach? Do you have some scathingly brilliant ideas on how to generate funds for SCWIST? Would you be interested in learning about fundraising from experts? Do you have connections to leverage? Then SCWIST needs you on the Fundraising Committee. Experts are especially welcome - but enthusiastic learners are also in great demand!

Opportunity

SCWIST is seeking a resourceful and proactive volunteer, "Fundraising Committee Associate" to join our team. If you are a great listener, good in communication and teamwork, and are interested in making a difference in the world while you are improving your skills, we have a place for you in our fundraising committee. You will be part of a fundraising team meeting with different companies to hunt for potential sponsors. We are looking for 3-4 volunteers for this role.

Responsibilities

The fundraising committee associate will be shadowing the main fundraisers. Under their guidance and close supervision, the fundraising Associate will be helping with researching potential sponsors in:

- Writing funding proposals and sending these to potential sponsors.
- Creating marketing and promotional activities.
- Developing fundraising events.
- Maintaining records of sponsors.
- Organizing campaigns that will lead to donations.
- Talking to potential donors and sponsors.

Term, Location

We anticipate this role to be about 5-10 hours per month. Given the training and onboarding time, we ask for at least a 1-year commitment.

This volunteer opportunity can be done mostly remotely, with in-person needs on event dates.
How to Apply

Include your targeted **cover letter and succinct resume** in your application with “Fundraising Committee Associate” in the subject line of your email to resourcecentre@scwist.ca.

We encourage candidates of all backgrounds and diversity to apply including those with lived experience or otherwise don’t have the exact skills and qualifications noted above. Thank you for your interest in this opportunity to remove barriers for women and girls in STEM.