

Send resume to: Carol Sprague csprague@cocenter.org

Strategic Relationship and Outreach Specialist

Job Description

Description

The individual in this position will work closely with the Executive Director of the Colorado Center for the Blind and the President of the National Federation of the Blind of Colorado to build relationships for both organizations and raise funds. These efforts will include promoting both organizations in order to raise their visibility; developing relationships with community leaders, businesses and others; identifying new grant funding sources; and directing special events.

Duties and Responsibilities

1. Work with foundations, corporations, and others to develop relationships and secure funding.
2. Promote both organizations and educate the public about blindness through speaking engagements and community outreach.
3. Expand current and create new strategic relationships.
4. Work with community leaders, donors and alumni to promote both organizations.
5. Develop and expand grant opportunities.
6. Manage special events.

Qualifications

* Must possess natural ability to meet people and make connections
* Must possess excellence in developing relationships
* Possess excellent written and verbal communication skills
* Be detail oriented
* Must possess or acquire a clear understanding of our mission and philosophy
* Must be creative, flexible and self-directed