



Relationship Specialist

TEAM: US Operations • **STATUS:** Full-Time

Role:

The FAMM Relationship Specialist will represent FAMM and President, Kevin Phillips, to our partners throughout the United States. They will work with donors and churches to facilitate a mutually edifying relationship between themselves and FAMM in order to fulfill the missional agendas of both partners.

Responsibilities:

- Represent FAMM to a variety of donors/partners, establishing relationships that lead to fulfilling both missional agendas
- Identify, engage, cultivate, solicit, and steward a portfolio of 150 donors within your Organizational Group
- Solicit gifts directly and in person from donors within your Organizational Group
- Work with FAMM President and other Senior Leaders to arrange special events to attract new donors and develop current donors
- Maintain knowledge of current FAMM projects for funding opportunities
- Stay well informed on ministry progress and needs in order to clearly communicate to donorbase
- Interface with Virtuous Donor database for recording and tracking all donor information, goals, and reports
- Submit reports to FAMM's President according to set standards
- Assist in prospect research and identification, continually engaging new prospective donors
- Collaborate with other members of the Development Team in order to provide timely reports, proposals, and other materials to donors
- Other duties as assigned by the President

Personal Network:

- Associates should have a well-established personal network of potential donors who are interested in FAMM's style of ministry
- An understanding of ministry and cross-cultural missions is highly valued

Expectations:

- Maintain a spirit-filled walk with the Lord
- Passionate about serving on a Kingdom-minded team and recognize the importance of this role
- Willingness to represent FAMM, it's core values, and leadership at a high level
- Ability to learn and communicate FAMM's strategy, vision, and goals effectively
- Ability to work with a variety of social and economic levels of donors, churches, and volunteers
- Willingness to spend the majority of time engaged in face to face relationships, in an effort to build constituency of approximately 150 donors to steward regularly
- Can exercise good judgement in a variety of situations
- Able to maintain high confidentiality with all information
- Able to work within a team environment, but also able to work autonomously
- Scheduled domestic travel to meet with partners and participate in mission conferences
- International travel 2-4 times per year leading mission & scout trips to develop partners

Skills & Characteristics:

- Commitment to FAMM's values, goals, and mission
- Effective communicator, both internally with team and externally with partners
- Excellent written and verbal skills
- Aptitude for fostering positive relationships
- Donor-oriented mindset
- Proficient time management
- High level of integrity
- Hospitable and trustworthy
- Ability to multi-task, prioritize, and manage multiple partners simultaneously
- Capacity to anticipate the needs of those being served
- Problem solving

Compensation & Benefits:

- Determined based on experience and skill level
- Includes Health and Retirement options

How to Apply?

- Email info@gofamm.org or fill out application form at gofamm.org/employment