

## **Friends of Baby Loss NZ Volunteer Position Description**



**Position Description for:** Fundraiser and Sponsorship acquisition

**Responsible to:** Baby Loss NZ Manager

### **Description of Position:**

This position is a critical part of the operations of Baby Loss NZ. By gathering financial support from individuals and businesses through the Friends of Baby Loss NZ donation program.

### **Volunteer's Responsibilities:**

- In conjunction with the Baby Loss NZ Manager identify Businesses and build relationships for positive outcomes.
- Grow the existing individual friends of Baby Loss NZ donators.
- Phone calls, door to door collection, business meetings or presentations.
- Identify collection opportunities at shopping malls, supermarkets, fairs, markets.
- Manage collectors
- In-conjunction with the Baby Loss NZ Manager, identify other fundraising opportunities such as craft markets, schools, hospitals.

### **Outcomes/Goals:**

Build upon existing database for Friends of Baby Loss NZ. Grow the annual donation amount per year.

This income will be equal to or greater than the annual rent, and amenities costs for the operation of the Baby Loss NZ House.

### **Training and Support Plan:**

On going training and support as identified.

### **Reporting:**

Reports to be submitted following any fundraising events as well as monthly report to be submitted to committee

### **Time Commitment:**

Full time, or 2 part time individuals.

**Requirements Needed:**

- Background / Previous experience in fundraising.
- Tele sales or sales background.
- Honesty.
- Ability to work alone and part of a team.
- Excellent relationship building skills.