

Fundraising Committee Job Description

Purpose:

The BECC's fundraising committee is a standing committee with established goals of raising unrestricted funds to insure the financial viability and stability of the organization.

The fundraising report to the Board of Directors on established goals and work together to achieve the goals through events and activities.

Committee Expectations:

- Excepted to commit to 2 year term
- 50 hours per week (approximately)
- Professionalism to funders, during events and activities
- Support to BECC staff with fundraising goals

Committee Responsibility:

- Find, create and implement fundraising opportunities throughout the County that will directly support the activities and operation of BECC's mission to early childhood health and education
- Build awareness to the public about all things associated with early childhood health, education, family and child care provider needs
- Create committee workplan
- The fundraising committee will present to the Board of Directors on activities and progress on a quarterly basis
- With support from staff, create objectives and work plans for the committee as part of the planning and budgeting process
- With support from staff, annually submit objectives and a work plan for the committee as part of the planning and budgeting process
- With support from staff, annually evaluate work to find what is working well, report to Director and Board of Directors
- Express ideas and provide input on fundraising activities and events
- Attend events and activities for fundraising
- Support promotion of activities and events
- Support in reporting to Director and Board of Directors
- Meet monthly or as the committee agrees upon