



Alliance for Local Economic Prosperity

Keeping Our Public Funds Safe, Local and Working

AFLEP Development Manager/Grant Writer Job Description

The Development Manager will work with the AFLEP Fundraising Committee and the Executive Director to plan and coordinate the agency's fundraising strategies in alignment with its strategic plan.

Qualifications: 1-5 years of successful fundraising activities and experience with challenge appeals, major donor events, strategies to maintain and broaden donor engagement; social media campaigns and development plans. Experience with grant writing and/or identification of grants and other opportunities in support of agency mission and goals. Communication strategies, donor/communication database management. Familiarity with Bloomerang desirable, not required.

Additional skills required include: Excellent written and verbal communication skills; computer skills in word processing, financial reporting and presentations; interpersonal skills supportive of relationship building with donors, volunteers and staff.

The Development Manager/Grant Writer is a contract position of a minimum of 20 hours/week. Compensation is based on experience.

To Apply: Send cover letter, resume, and professional references to info@aflep.org with subject line: Development Manager Position

Alliance for Local Economic Prosperity (AFLEP) *envision*s local NM communities of economic, socio-cultural and environmental health and wellbeing. To make this vision real, State revenue must be kept Safe, Local and Working for ALL New Mexicans. AFLEP is advocating for legislation to create a state public bank as a means to accomplish local economic prosperity.