



**Position: Development Coordinator, Contract**

**Compensation: Monthly, based on 42 hours per month – contract renewed annually**

**Effective: December 2011 or January/February 2012**

Working collaboratively with the Camp Director, Director of Administration and the Board of Directors, the Development Coordinator will serve as a key **advocate** for the ministry, seeking to build the existing IAWAH constituency and donor base. The outcome will be an engaged, educated and enthusiastic giving community, and as a result, a growing, thriving camp ministry.

The Development Coordinator is directly accountable to the Camp Director. Candidates should be willing to consider a longer term commitment. It is not necessary for the Coordinator to live on property or in the immediate proximity of the camp.

**Duties include** but not limited to:

- developing a strategy for fundraising and communications;
- cultivating and meeting donors;
- event planning and execution;
- donor recognition;
- researching, writing and public speaking.

**Successful candidates** will have a passion for IAWAH's mission, strong communication and organizational skills, be self-starters while being able to work effectively on teams, have strong relational and networking ability, have the ability to meet deadlines and manage multiple projects, and demonstrate a commitment to philanthropy.

**The following skills** will be considered assets:

- a background in communications;
- understanding of social media;
- marketing experience;
- event planning experience;
- database management;
- advanced written language skills (including donor communications, grant proposals and applications).

**Outcomes include:** Increasing the financial resources available to adequately fund and grow IAWAH's camping ministry. Assist the organization to fulfill the strategic plan/master site plan through the development of strategy momentum, donors and resources.

**IAWAH Christian Ministries** is a non-denominational, charitable, year-round camp that is centrally located to serve the communities of Eastern Ontario. IAWAH has a passion to see the development of deeply rooted followers of Christ. The camp features a Christian message, great activities, dedicated staff and a welcoming natural space. IAWAH exists to plant seeds of faith, nurture disciples, and cultivate leadership. Further information (core values and beliefs) is available at [www.iawah.com](http://www.iawah.com).

Interested individuals can apply by submitting a cover letter and résumé (or request further information) by email to Jeff Friesen, General Director at [director@iawah.com](mailto:director@iawah.com)