

Badass Brooklyn Animal Rescue Open Positions

Online Fundraising Coordinator (multiple openings)

Online fundraising has been the backbone of Badass' fundraising efforts since our inception. Dog rescue is serious business – but we like to tell our story with a sense of humor, humility, and urgency. We manage 3-4 campaigns each year and we are looking to grow our storytelling team. Check out our most recent campaign #FallinLoveRescue on fb, insta and twitter in early September to get a feel for our work.

Responsibilities:

- Brainstorm with fundraising, social media and rescue coordinators to plan the unique angle and strategy of each fundraiser.
- Draft an outreach strategy to include social media and email campaigns.
- Set monetary goals for each campaign and monitor the progress.
- Coordinate with our rescue team while they are on the road down South to ensure our communications are fresh, exciting and up-to-date as the mission unfolds (online fundraisers typically go hand-in-hand with our rescue missions.)
- Craft a narrative that includes copy for social media and email, photo selections, and coordinate with video team to put together tight, compelling videos that tell our story.
- Keep coordinators abreast of the progress and reframe the strategy as needed.
- See campaign through to the close and analyze results to improve for the next one.

Personal Skills and Qualifications:

- You are a self-starter who gets the job done without excuses.
- You are a damn good writer who can grab someone by the collar, tug their heartstrings and drop knowledge in two sentences flat.
- You harness the power of social media and engage people with your content.
- You have a natural ability to think on your feet and solve problems.
- You're looking for a project or a side gig that you can really sink your teeth into.
- Fundraising, marketing, and/or social media experience preferred.
- Candidates must submit writing samples.

Grant writer (multiple openings)

We are building one kickass grants team — but we don't like to just get the ball rolling, Badasses knock it out of the park. The fundraising department is expanding, and a core focus will become researching, writing and securing grants to save more Badass dogs from idiot humans. We take excellent care of our dogs, have formed one hell of an adopter community and we take on special cases that are in need of complex medical care. We are looking for grant writers and marketers that can take a look at who we are and what we do and position us properly so that we can keep saving Badass dogs from idiot humans until the cows come home. Moo!

Responsibilities:

- Research prospective funders and rank candidates for match potential.
- Research and write grant proposals to foundations and other grant-making organizations.
- Assemble and submit grant requests, including letters, proposals, budgets and presentations.
- Brainstorm ideas with team on how to best position the organization – the org dates back to 2011, but our positioning and messaging is in its infancy. You have the chance to shape it.
- Work with rescue team to classify and craft narrative surrounding our unique programs and statistics.
- Establish and maintain relationships with foundation contacts and program officers.
- Work with other teams to track necessary data, medical records, pupdates and biographical narratives to report on use of funds to funders.
- Work with rescue team to identify best practices, items that can and should easily be tracked for future funding, and any other changes in operations that would strengthen our ability to request institutional funds.

Personal Skills and Qualifications:

- You are a self-starter who gets the job done without excuses.
- You have the ability to look at large data sets and volumes of text and quickly figure out what is important/useful.
- You have a knack for taking complicated, disparate information and crafting it into a bold, refreshing, insightful narrative.
- You are a damn good writer who can grab someone by the collar, tug their heartstrings and drop knowledge in two sentences flat.
- You eat suckers who write in the passive voice for breakfast.
- You're looking for a project or a side gig that you can really sink your teeth into.
- Proven track record in securing grants preferred. Badass research and writing skills required.
- Candidates must submit writing samples.

Donor Relations Manager (multiple openings)

We have a vibrant and passionate community of adopters who are our strongest advocates and our most loyal donor base — 2,000+ individuals and counting. Thus far, we've been able to get by on our charm and all-volunteer crew rationale, but the truth is our donors need some love and some regular attention. We are building a crew of mission-driven individuals who love dogs and love people and can cater to both to ensure our donors remain committed to our cause — and get the love they need and deserve.

Responsibilities:

- Manage a cohort of donors, fielding special requests and questions about our work as well as outreach for campaigns and initiatives.
- Provide VIP treatment for major donors: write special thank yous, provide pupdates on sponsored pups, provide updates on initiatives of interest.
- Handle donor communications including inquiries regarding donations or partnerships from start to finish.
- Perform prospect research and donor cultivation.
- Immerse yourself in the community and learn what makes our members tick.
- Provide feedback and build plans for how we can better serve our community.
- Create and maintain relationships with donors.
- Assist with identifying potential board members.
- Collaborate with other departments, particularly for special events, fundraising, and marketing initiatives.

Qualifications:

- You know how to connect with people instantly — and you love doing so.
- You are extremely detail oriented, organized and efficient.
- Your emails are heartwarming and/or hilarious — even if it's a quick answer.
- You harness the power of active listening and can relate to anyone.
- You have a sense of urgency and are proactive about achieving results.
- You feel good when you make someone else feel heard or special.
- You have experience working with clients and maintaining positive relationships — and you have both the grit and grace to ensure they remain intact in dicey situations.
- Fundraising experience is appreciated, but not necessary. Above traits are non-negotiable.

CRM Data Manager, Fundraising (multiple openings)

We have just transitioned from our DonorPerfect CRM database to our eTapestry database and are in need of one hell of a data team to whip us into shape. First, we clean the data. Then, we get to the good stuff – analyzing trends and pinpointing potential. Come get us there.

Responsibilities:

- Minimize duplications and ensure data integrity and quality
- Maintain accurate and up-to-date donor records and lists.
- Pull regular reports on campaigns and other initiatives.
- Design and execute data integrity projects.
- Develop donor insights, test list segmentation strategies for campaigns, analyze and report on campaign performance.
- Manage the development and validation of customer segmentations, analyze and interpret data trends.
- Identify and validate donation triggers and indicators to drive fundraising.
- Create, teach and enforce data entry standards applicable to the needs of the organization.
- Create and maintain users and permissions.
- Train users and provide ongoing support for all users.

Qualifications:

- You believe that data tells a story to those insightful enough to listen.
- You're looking for a project or a side gig that you can really sink your teeth into.
- You have a proven track record of anticipating human error - and create processes to prevent it.
- You believe in the sanctity of data hygiene - garbage in is garbage out, y'all.
- You know that effectively capturing and producing the perfect mix of qualitative and quantitative data is an art and a science and a pain in the ass - and nobody does it better than you.
- Experience managing CRM database strongly preferred, (eTapestry is our CRM.)
- Data management experience is required.

Project Manager, Fundraising

We are an all-volunteer crew that is expanding both in staff and in project scope. We need a total Badass who has great vision and can manage complicated projects and timelines from start to finish. The project manager will be the right hand of the fundraising director.

Responsibilities:

- Manage ongoing project plans, including timelines, budgets, resources and vendors.
- Identify all stakeholders, both direct and indirect, and determine level of involvement needed for project success.
- Establish and maintain relationships with each member of the fundraising team and key members of rescue operations to understand their business needs, ensure alignment on objectives, and ensure ongoing buy-in across all project activities.
- Proactively manage and communicate ongoing changes in project scope, identify potential crises, devise contingency plans, and ensure projects are completed on time.
- Coach, mentor, motivate and lead project team members. Influence project team to take positive action and accountability for their assigned work.
- Conduct project post mortems and create recommendations in order to identify successful and unsuccessful project elements.

Qualifications:

- You are a driven problem solver who gets the job done right on time, every time.
- When you hear a plan, you know how to put the pieces together to make it work.
- You inspire people to work at their highest level.
- You're looking for a project or a side gig that you can really sink your teeth into.
- You work efficiently under pressure and with tight deadlines.
- Project management experience is required.