

MEMBERSHIP MANAGER In the Des Moines Office

Iowa Public Radio (IPR) seeks a creative fundraising professional and team-oriented leader to help IPR continue to grow its successful membership program. The ideal candidate has 3-5 years of experience managing an annual fund or membership program that includes direct mail, digital fundraising, events, email marketing and on-air pledge drives. IPR's membership program now raises over \$3M per year, and the Membership Manager will work with the development team and organizational leadership to use best practices and innovation to grow membership revenue year-over-year. The position is based in Des Moines, which has been recently named one of the Top 10 places to live in the U.S. with extensive urban trails and a vibrant arts and music culture.

ANTICIPATED HIRING RANGE:

- \$51,619 - \$77,428

MINIMUM QUALIFICATIONS:

- Bachelor's degree in marketing, communications, business or related area;
- 3 – 5 years of experience in membership management for a non-profit organization;
- 3 – 5 years of experience managing employees and volunteers; and
- Experience and knowledge using donor software programs such as Agilon, Sungard Advance, or Blackbaud Raiser's Edge.

PREFERRED QUALIFICATIONS:

- Public radio fundraising experience, including experience managing on-air pledge campaigns;
- Experience managing fundraising efforts netting \$1 million+ in revenue;
- Ability to effectively plan, research, create, execute, analyze and report on membership development programs;
- Ability to manage multiple projects and competing deadlines with attention to accuracy;
- Knowledge of integrated marketing communication techniques and principles;
- Excellent written and verbal communication skills; and
- Ability to work effectively as a member of a team.

APPLICATION PROCESS:

Submit cover letter, resume, and contact information for at least three (3) professional references to iprrecruiting@iowapublicradio.org. Inquiries may be routed to iprrecruiting@iowapublicradio.org or 515-725-1707.

Applications must be received by **5 pm Monday, April 24, 2017**. Employment is contingent upon the successful outcome of a background check.

Iowa Public Radio is an Equal Opportunity Employer.