



Donor Engagement Specialist

Greenwood Village, CO / Development
Full-time / On-site

Who We Are

The Amazing Parish challenges and inspires church leaders with transformational coaching, support, and encouragement to bring their communities to life. We believe that God is bringing about a powerful renewal in the Church today through leaders who are ready to trust him fully and lead with courage.

What You'll Do

As our work with pastors and parish leaders expands, we've had more and more benefactors come alongside us to support this vital mission. The Donor Engagement Specialist will be a part of a team that will help grow the number of benefactors and cultivate those relationships so that they can know and participate in our work.

Primary duties will include:

- **Donor Stewardship:** Engage and deepen donors' affinity through impact reporting and personal touchpoints
- **Gift Processing and Recognition:** Ensure gifts are recorded and donors are properly acknowledged
- **Annual Appeals:** Assist in planning and executing appeals through written and video communication
- **Portfolio Management:** Oversee Amazing Parish sponsors and mid-level benefactors through various cultivation and stewardship strategies
- **Event Planning:** Oversee necessary arrangements for donor experiences with Amazing Parish
- **Administrative Assistance:** Provides administrative support to ensure efficient operation of development team and donor engagement
- **Database Management:** Actively maintain information to ensure accurate records and handle reporting from general updates to special requests

What You'll Need

- Candidate should be an energetic, highly organized team player who enjoys working in a collaborative environment while being open to coaching and performance feedback
- Strong relational, communication, and administrative skills with the ability to meet deadlines
- Ability to travel for events
- Proficient in Microsoft Word, Excel, Power Point and Salesforce
- A practicing Catholic in good standing with the Church

Compensation

- Competitive salary and benefits

Contact

- Interested applicants, please email Sean DuPré, Director of Development, at sean@amazingparish.org.