

## **DEVELOPMENT ASSOCIATE**

The Deep Creek Watershed Foundation (DCWF) is seeking the services of a Development Associate who is willing to help grow with this five-year old 501 © 3 Nonprofit Organization and support its mission which is “To support, promote and advance scientific study, environmental protection and educational programs relating to the Deep Creek Watershed.” The desirable candidate will be able to:

1. Research and develop various sources of fundraising including Federal, State and Local grant opportunities, loans and other types of revenue consistent with the projects the DCWF is promoting for the Deep Creek Watershed and Deep Creek Lake.
2. Exhibit creativity, proficiency at data mining and research, as well as the ability to develop ideas for different sources of revenue and fundraising opportunities.
3. Prepare grant applications with minimal assistance and forward them consistent with deadlines established by the granting entity.
4. Assist appropriate DCWF Board Staff with any follow up reporting on the use of the grant as directed by the grantor.
5. Direct report to DCWF Board of Directors Executive Committee.

Please note: Compensation is negotiable and dependent on skills and experience.

Interested individuals should direct their responses and resumes to Bob Hoffmann, VP Fundraising, at [rahoffmann93@gmail.com](mailto:rahoffmann93@gmail.com)

Thanks very much for your interest!