



## Position Description: Fundraising Officer

### About this Youth Executive Council Position

The Fundraising Officer manages fundraising projects with all student volunteers in the regions and supports fundraising activities. Role includes outreach efforts and forming connections with other students, campuses and businesses that want to support student fundraisers.

#### Responsibilities:

- Oversees the formation of fundraising teams and chapters (with Club Officer)
- Trains fundraising teams on best practices and fundraising strategies
- Manages fundraising content and ensures it stays up to date
- Manages peer-to-peer platform, helping set up fundraising teams and troubleshoot issues
- Keeps track of fundraising goals and budgets
- Reaches out to potential schools and groups
- Works closely with Communications officer to promote fundraisers on social media and highlight fundraising teams on blog

### Requirements

Youth Executive Council Members must exemplify the following:

- **JOB SPECIFIC:** Knowledge of, or capability to learn, fundraising techniques
- **JOB SPECIFIC:** Able to learn how to manage fundraising budgets
- Global perspective, belief in our mission, and a passion for making a difference
- Excellent verbal and written communication skills
- Organized and detail-oriented, with effective time-management skills
- Strong work ethic, the ability to follow through, and a willingness to do what needs to be done, no matter how large or small
- Dependable, self-motivated, and conscientious
- Outgoing and enthusiastic, with a positive attitude
- Must be a current or incoming high school student

## About Miracle Foundation

**Our vision:** A family for every child in our lifetime.

**Our mission:** To empower vulnerable children to reach their full potential.

**Our work:** Miracle Foundation is an international nonprofit that helps orphans and foster children find a safe, stable, and permanent family. Whether in an orphanage or in the Foster Care System, our vision is a family for every child in our lifetime.

For the past 23 years, Miracle Foundation has been dedicated to improving the lives of children. In 2022 alone, we supported more than 170,000 children—and this is just the beginning of our vision. Today, we are a world leader in ending the need for orphanages and ensuring children grow up in safe, stable families. To achieve this, we are actively uniting children with families, partnering with frontline workers, preventing children from entering the system whenever possible, and stabilizing placements for children until they find a forever family.

Miracle Foundation has consistently received the highest ratings from Charity Navigator and other watchdog organizations that assess charities' effectiveness and financial transparency. Our goal is to allow a new generation of high school youth to actively lead the campaign in making a better world for vulnerable children.