

The Adolescent & Young Adult Cancer Coalition | External Relations and Strategic Partnerships Officer

Position Description

JOB SUMMARY:

The Adolescent & Young Adult Cancer Coalition (AYACC) External Relations and Strategic Partnerships Officer creates an ecosystem of strategic alliances to generate and maximize revenue and dynamic partnership opportunities that further the mission of the AYACC.

TERM:

This position is an Officer position. The term of the External Relations and Strategic Partnerships Officer is three years.

RESPONSIBILITIES:

- Using the AYACC Strategic Plan as a guide, collaborate with the AYACC Executive Committee and staff to create a development plan inclusive of individualized goals, strategies, cultivation, solicitation, and stewardship plans to ensure an authentic sense of strategic partnership with each current and prospective donor.
- Collaborate with AYACC staff to maintain and grow relationships to secure sponsorship, corporate allies, and other organizational support.
- Meet with prospective partners to share the AYACC mission and explore areas of potential collaboration, partnership and/or funding.
- Serve as the point of contact for key sponsors/donors to ensure a positive and fruitful experience.
- Regularly report on regular fundraising activity and revenue reports for the AYACC Board of Directors and stakeholders.
- Alongside the AYACC staff, form an External Relations Committee to assist in the fulfillment of strategic partnership and fundraising goals.