

Job Title: Fundraising Consultant
Status: Contract
Reports to: Executive Director and AAEP Project Manager
Closing Date: Until position has been filled

Allied Arts of Whatcom County (AAOWC) is seeking a freelance Fundraising Consultant to research potential funding sources and to contribute to formulating a donor campaign and fundraising plan. The intentions are to provide sustainability for AAOWC's organizational infrastructure, which will in turn allow for support and growth of its arts education program; Allied Arts Education Project.

AAOWC is a nonprofit 501(c)3 corporation whose mission is to sustain and enrich our creative community through awareness, advocacy and education.

Position Summary

AAOWC is committed to building a strong team to support our arts-related programming, which includes events and festivals, gallery operations, arts education, and arts advocacy.

Allied Arts Education Project (AAEP) is a unique consortium whose mission is to network with local organizations, schools, and businesses to coordinate a county-wide arts education program for elementary and middle school youth. The Education project began with grassroots efforts that presented an arts interest survey to local parents and teachers. In 2000, Whatcom Arts Education Consortium (WAEC) was founded to respond to the results and in 2002, the organization was brought under the umbrella of Allied Arts of Whatcom County as the Allied Arts Education Project.

Schools and community organizations have continually increased support for AAEP. Financial contributions have increased nearly four-fold from the initial \$6000 to nearly \$23,000 in the past grant cycle. School district contributions have increased from \$1,150 to over \$11,000 and Parent-Teacher organizations (PTOs) sponsorship has grown from \$500 in 2004 to over \$5,000, representing 125 hours of additional school arts workshops. These resources cannot, however, be expected to replace future funding shifts without organized and comprehensive funding development.

AAEP is one of 11 state consortiums to receive over \$30,000 in grant funds annually from the Washington State Arts Commission (WSAC) and is now in its eighth grant year, which continues through June 2008. Because this grant was not designed for long-term support, AAEP must develop alternative funding through local, sustainable sources from donors and foundations, and/or state and national grants. The WSAC budget does not provide funds to pay for the efforts required to seek sustainable, local funding. AAOWC is also currently unable to support this need as it is currently funded. [Under a new administration and with renewed commitment by the board of directors, AAOWC as the parent organization of AAEP, is currently creating an overall strategic development plan.](#) Upon review of the Education Project, it is clear that a plan specific to its needs, dovetailed with the overall AAOWC effort, is critical to sustain and grow our community's arts education needs.

The current staffing for AAEP provides adequate support for the programming and administration of the project but does not provide any additional time or resources for researching and creating a strategic development plan. AAOWC would provide a stipend for a consultant to research potential funding sources and to contribute to formulating a donor campaign and fundraising plan.

TIMELINE	TASK TO ACCOMPLISH AND RESPONSIBLE INDIVIDUAL(S)
<p>July 2008</p> <p>July to October 2008</p>	<p>AAEP Project Manager</p> <ul style="list-style-type: none"> • Hires Fundraising Consultant <p>Fundraising Consultant</p> <ul style="list-style-type: none"> • Completes a needs assessment • Researches potential funding sources, donors, grantors, and foundations • Develops a fundraising plan based on their findings • Studies/recommends organizational structure changes to improve fundraising efficiency • Trains AAOWC staff in resulting fundraising strategies <p>AAOWC Board of Directors, Executive Director, and AAEP Project Manager</p> <ul style="list-style-type: none"> • Evaluates and approves plan <p>AAOWC Staff</p> <ul style="list-style-type: none"> • Develops ideas for promotional materials such as a brochure, AAEP one-page, etc...
<p>October to February 2009</p>	<p>AAOWC Staff</p> <ul style="list-style-type: none"> • Produces promotional materials <p>AAOWC Staff/AAEP Education Project Manager</p> <ul style="list-style-type: none"> • Approaches potential donors • Implements suggested strategies • Conducts outreach to expand awareness

Expected Outcomes

- Greater community awareness of AAEP programs and goals
- Acquisition of a plan for continuing to find local funding sources to support the program
- Creation of professional funding development and outreach tools.

Interested applicants should send cover letter, resume, suggested compensation package, and the contact information of three references to:

Fundraising Consultant Search
P.O. Box 2584, Bellingham, WA 98227

or email to aaep@alliedarts.org

For further information please call Chris Brewer, AAEP Project Manager, 360-676-8548 x 3