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| Job Title | Development Associate |
| Employer/ Agency | SEARCH Homeless Center |
| Job Description | This position will oversee stewardship for SEARCH's current (or lapsed) donors giving under \$5,000 per year to ensure we renew and increase giving levels at every opportunity. Strategic use of the RE data will help this person define smaller affinity groups within this donor base for multi-layered, targeted cultivation activities throughout the year. Donor base includes individuals as well as corporations. Will warm up / hand off hot prospects to the Development Director and/or President & CEO as appropriate. Will likely assist with campaigns such as direct mail, annual fund, planned giving, etc.. |
| Qualifications | Bachelors degree in Social Work or related and 3-5 years experience in fundraising setting strongly preferred |
| Salary/Hours | Monday – Friday, day (some flexibility 8-5, 9-6). DOE |
| Employer/Agency | SEARCH Homeless Center |
| Address | 2505 Fannin |
| City, State, Zip | Houston, TX 77002 |
| Contact Person | Jaime McMinn |
| Contact Title | Director of Human Resources |
| Telephone Number | 713.739.7752 |
| Email Address | hr@SEARCHhomeless.org |
| Application Method | Prefer that candidates submit resume via email. |
| Opening Date | Immediately |

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.