WE'RE HIRING

Development & Fundraising Manager

Location: Florida-based
Schedule: Part-time, approximately 20-30 hours/week
Work arrangement: Remote with occasional travel and event participation
Compensation: Discussed during initial screening

About Yoga 4 Change

Yoga 4 Change is a Florida nonprofit fostering holistic wellbeing, resilience, and transformation through evidence-based trauma-informed yoga curricula. We work with public agencies, community organizations, treatment facilities, and other partners to support individuals and communities impacted by trauma.

About the Position

Reporting directly to the Executive Director, the Development & Fundraising Manager leads fundraising, donor stewardship, corporate sponsorships, fundraising campaigns, and the grant development pipeline. The Manager collaborates with a contracted grant writer, regional program leaders, research staff, and available external marketing support. This is a focused part-time leadership role requiring initiative and independent prioritization.

Fundraising & Donor Engagement

- Develop and implement fundraising plans in collaboration with the Executive Director.
- Cultivate and steward individual donors, strengthen recurring giving, and support annual appeals and donor retention.
- Develop corporate sponsorship and community fundraising opportunities.
- Coordinate regional fundraising campaigns, events, and appropriate board engagement.

Grant Development Coordination

- Manage the prospective grant pipeline and provide strategic oversight to the Grant Writing Contractor.
- Coordinate grant feasibility reviews with Regional Program Directors, Program Operations & Grant Compliance, Education & Research, and the Executive Director.
- Review grant proposals for fit, quality, and readiness; coordinate authorized submissions.
- Ensure successful grant awards are handed off to the post-award compliance team.

Communications & Fundraising Systems

- Coordinate fundraising communications, donor appeals, and sponsorship materials with available external creative support.
- Maintain accurate donor records using Bloomerang and other approved platforms.
- Coordinate fundraising records across Omella and financial reporting systems with designated staff.
- Monitor fundraising KPIs and prepare concise progress updates.
- Use approved AI and digital tools responsibly while safeguarding donor information.

Required Qualifications

- At least three years of nonprofit fundraising, development, or donor relations experience.
- Demonstrated experience with donor cultivation, sponsorships, or fundraising campaigns.
- Excellent interpersonal, written communication, and organizational skills.
- Ability to independently prioritize work within a part-time schedule.
- Experience maintaining fundraising records and using fundraising technology.
- Commitment to relationship-based fundraising and Yoga 4 Change's mission.

Preferred Qualifications

- Experience with individual giving, recurring donations, corporate sponsorships, and grant development.
- Experience coordinating grant writers or external contractors.
- Familiarity with Bloomerang, Omella, Canva, or similar platforms.
- Connections to Florida nonprofit and philanthropic networks.
- Experience with fundraising events and familiarity with yoga or trauma-informed wellness.

Why Join Yoga 4 Change?

Help shape a sustainable fundraising program during a period of organizational renewal, with meaningful opportunities to collaborate statewide and strengthen community impact.

How to Apply

Submit a résumé and brief cover letter highlighting relevant fundraising accomplishments, relationship-building experience, and interest in part-time leadership to info@y4c.org.

Equal Opportunity

Yoga 4 Change is an equal opportunity employer committed to inclusion and equitable employment practices.