

ASSOCIATION OF FUNDRAISING PROFESSIONALS, LONG ISLAND CHAPTER

January 2012 Career Opportunities

A rate plan is in effect for Career Opportunities. There is a fee for placing all job listings.

- **\$25 for not-for-profit organizations that have an AFPLI chapter member**
- **\$50 for not-for-profit organizations that do not have an AFPLI chapter member**
- **\$150 for executive search firms and other for-profit organizations**

The AFP Career Opportunities listing is a monthly service for Chapter Members and others available on-line at www.afpli.org.

Monthly Career Opportunities will be listed on the site for approximately 30-days exclusively for members only.

It will be available to all – members and non-members alike - on the site following the initial one month period.

Please send your resume directly to the prospective employer unless otherwise noted. If you are interested in listing a position for your organization, please call Joan Connor at (631) 249-5008 or email to careers@afpli.org to obtain a Career Opportunities Listing form

or send a brief description with salary/salary range to: Careers, Joan Connor, LI Chapter AFP,
110 Schmitt Blvd., Farmingdale, NY 11735

Please inform AFP as soon as a position is filled. Positions will be listed for three months from the date received unless you notify us.

Next month's listings are due by the 1st of the month

Title of Position	Organization	Salary Range	Contact Address	Phone/Fax	E-mail/Web Site
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SENIOR LEVEL			Date Received: 12/27/11;		
Executive Director	NCH Foundation (Nantucket Cottage Hospital)	Comp based on experience	Jennifer Haltmeier Freeman Philanthropic Services	201-602-6536	NCH@glfreeman.com

Brief Description: The mission of Nantucket Cottage Hospital, as the heart of the island, is to provide life-sustaining support for its socially and economically diverse community, thirty miles out to sea. Led by the President & CEO, the Hospital has set an ambitious vision for its future, focused on ensuring NCH's sustainability and its abilities to provide compassionate care and exceptional medicine for all in its community. The Trustees of the Hospital and the NCH Foundation – and with support from Massachusetts General Hospital and Partners HealthCare – ensure that the Hospital's mission is advanced. The Foundation's mission is to provide resources for, promote the strategic growth of, and champion the excellence of NCH. The Executive Director will build on the Foundation's fundraising growth and proven support from the community to lead the campaign to its historic and successful conclusion. As a member of the President & CEO's senior executive team, the ED will: further the culture of philanthropy throughout the NCH community; expand giving and increase the endowment; serve as the chief development officer and a front-line fundraiser; work closely with the President & CEO, the Chair of the Foundation Board of Trustees, the Chair of the Hospital Board of Trustees, trustees, physicians, volunteers, and staff on fundraising initiatives. The Foundation is in the planning phase of a comprehensive capital campaign.

Requirements: Experienced and dynamic development professional; collaborative leader fundraiser with a track record of increasing philanthropic revenue, ideally for a hospital or healthcare institution; established record of executive leadership (including strategic planning, financial and operational oversight, and campaigns); stature and interpersonal ability to engage diverse constituents in a manner that generates excitement, shared purpose, and meaningful action. NCH has retained Freeman Philanthropic Services to assist with this executive recruitment. Please visit www.glfreeman.com to review the position profile, complete requirements, and application instructions. Confidential applications to FPS at NCH@glfreeman.com by January 31, 2012. www.nantuckethospital.org; Nantucket, MA

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SENIOR LEVEL			Date Received: 12/1/11;		
New Business Development Manager	Island Harvest	Comp based on experience			jobs@islandharvest.org www.islandharvest.org
<p>Brief Description: Island Harvest serves as the bridge between those who have surplus food and those who need it, supplying 500+ community-based nonprofit organizations on Long Island with critical food support to help stem the advancing tide of hunger in our communities. A member of Feeding America (formerly known as America's Second Harvest), Island Harvest has delivered 81 million pounds of food, supplementing more than 55 million meals, since its inception in 1992.</p> <p>Experience: This position is funded through a restricted grant for a one year period. We hope to find funding to continue this position as a permanent staff position. The ideal candidate must have excellent organizational skills as well as strong verbal and written communicate skills. The candidate must be energetic and driven with a strong grasp of time management. Knowledge of Microsoft Office is a must. S/he must have a reliable vehicle for travel and possess basic geographic knowledge of Long Island. The ability to be self-directed and to work both independently and as an effective team member is a must. Bi-lingual in English and Spanish is required.</p> <p>Responsibilities: This position reports to the Vice President of Programs & Agency Relations. The Supplemental Nutrition Assistance Program (SNAP) is an entitlement program allowing low-income families increased access to nutrition. The SNAP Outreach Coordinator recruits, trains and supervises volunteers conducting SNAP outreach and application assistance. In addition, s/he will develop or enhance relationships with sites that host these volunteers or collaborate in this outreach effort. This Coordinator will focus their attention on the Latino population which is underrepresented in terms of SNAP participation. Therefore, research on the location of Latino populations eligible and not receiving SNAP is an important component of this position. The SNAP Outreach Coordinator must be able to respond to requests for departmental information and reports as well as participate in program strategy and development.</p> <p>Responsibilities include, but are not limited to:</p> <ul style="list-style-type: none"> • Research using new census data and other information to target communities eligible but not receiving SNAP on Long Island • Recruit volunteers, in conjunction with our Volunteer Community Service Manager, to conduct the SNAP outreach and application assistance • Train volunteers on outreach methods and the details of SNAP outreach and enrollment (Island Harvest will provide training to SNAP Outreach Coordinator) <p>More.</p>					

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SENIOR LEVEL			Date Received: 10/10/11;		
Director of Development	Family and Childrens Association	Comp based on experience	Philip Mickulas President/CEO 100 East Old Country Road, Mineola, New York 11501	(516) 746-0350 ext/304	pmickulas @familyandchildrens.org www.familyandchildrens.org
<p>Responsibilities: Oversee and execute all fundraising efforts including managing the development team. Partner with the CEO to design and execute a comprehensive development strategy for FCA. Responsibilities will be to establish short and long-range goals for new and existing funding sources to raise \$1.5MM; research public and private grant sources (agencies, corporations and foundations) to identify sources of restricted and unrestricted funding; establish a Major Gift program (create a Planned Giving program, maintain/improve relationships with existing donors, oversee public relations, events, donor management system); increase donor base (build a robust donor captivation program that includes Generation X, Y and Millennials as well as Baby Boomers); work closely with the Board of Trustees, including its Development Steering Committee, and support them in their fundraising role as well as providing leadership whenever necessary. Must have knowledge of the “giving” landscape with a minimum of 10 years experience leading a development department at a not-for-profit organization; familiarity with corporate donors, philanthropists and foundations who give to Long Island and/or human service agencies; database of current contacts for fundraising and communications initiatives; proven success in forging and managing relationships with new donors; keen understanding of events and activities that resonate with donors; proven leadership ability; an entrepreneurial spirit, able to take initiative and work independently; able to influence a broad audience of potential supporters through verbal and written communications; excellent interpersonal skills; ability to analyze statistical data, create reports, create and manage budgets and other financial information. Ideal candidate will have Bachelors Degree and/or Masters Degree in related field, CFRE preferred; valid NYS driver’s license with a safe and responsible driving history and a vehicle that is properly maintained, registered, and insured in accordance with NYS-DMV regulations; ability to travel throughout Long Island and surrounding areas for business purposes; ability to work a flexible work schedule that will include some evenings and weekends; ability to sit and stand for long periods of time and access diverse environmental challenges, such as stairs and buildings without elevators; excellent computer skills with Microsoft Office, Social Media, and development specific applications. Call Patricia Pryor Bonica (516) 935-0100 for more information.)</p>					

SENIOR LEVEL			Date Received: 10/20/11;		
Associate Vice President – Development	Abilities!	Comp based on experience	Jennifer J. Nef Associate Vice President, Administration 201 I. U. Willets Road, Albertson, NY 11507	516-465-1445 Fax: 516-393-2668	Humanresources@abilitiesonline.org www.abilitiesonline.org
<p>Brief Description: Abilities! is a not-for-profit organization in Nassau County dedicated to serving adults and children with disabilities for over five decades. Experience: College degree and a minimum of 7 years progressively responsible experience in development environment. Also... Proven ability to raise gifts up to \$100,000. Excellent verbal and written communication skills. Strong working knowledge of Raisers Edge. The ability to effectively manage and motivate staff. Responsibilities: Direct annual giving program. Cultivate donors and manage donor/prospect portfolio. Oversee multiple individual donor gifts of up to \$100,000 as part of a \$4 million annual fundraising goal. Provide direction for major special events.</p>					

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SENIOR LEVEL			Date Received: 10/20/11;		
Director of Development	Friends of Karen	Comp based on experience	Friends of Karen, Inc. PO Box 190 118 Titicus Road Purdys, New York 10578	914.277.4547	www.friendsofkaren.org
<p>Brief Description: Friends of Karen, Inc., founded in 1978, sustains critically ill children and their families by providing emotional, financial and advocacy support to keep them together, strong and able to cope during the most difficult time of their lives.</p> <p>Experience: More than five years of demonstrated success as a senior, front-line fund-raiser, with increasing levels of responsibility and achievement; Proven experience cultivating, soliciting and closing major gifts; Outstanding manager with track record of providing strategic direction, leadership and daily management of fundraising operations; Working knowledge of planned giving; Strong writing skills; Well-organized and attentive to details; MORE</p> <p>Responsibilities: Reporting to the Executive Director, the Director of Development will be responsible for planning, implementing and evaluating a new major gifts campaign for Friends of Karen. In addition, he/she will provide leadership and coordination for the organization's overall development program including the annual campaign, special events, planned giving, corporate and foundation relations and special appeals, and will assist the Executive Director in reaching the organization's overall fund-raising goals. The position is based in the Westchester office.</p> <p>Primary Responsibilities ...Manage and monitor a multi-faceted fundraising program, including an annual campaign, and particular emphasis on major individual, corporate, foundation and planned gifts, as well as special events; Implement, coordinate and advise on the Executive Director's strategy and plan to achieve Friends of Karen's goals and objectives; identify, cultivate, solicit and steward a portfolio of major gift prospects and current donors; Maintain an active schedule of donor meetings with a goal of maximizing donor interests and relationships MORE. Send resumes to attention of Executive Director</p> <p>www.friendsofkaren.org.</p>					

SENIOR-MID LEVEL			Date Received: 10/12/11;		
Assistant Director	The Center for Nonprofit Leadership at Adelphi University	Comp based on experience	Adelphi Garden City, NY		www.adelphi.edu/positions/
<p>Brief Description: The Center is Long Island's premiere organization for leadership development and capacity building. Recognized by private and corporate foundations, nonprofit executives, and board members for its high-quality programs and services, the Center is itself a leader bringing together professionals from across the sector to address critical issues facing nonprofit organizations. Now in its fifth year of operation, the Center is seeking an energetic, experienced and creative nonprofit professional for the newly-created position of Assistant Director.</p> <p>Experience: The successful candidate will be an experienced nonprofit professional with a Master's degree in nonprofit management or a related field. The position requires excellent interpersonal, written, and public speaking/presentation skills; the ability to facilitate diverse groups; experience with social media and familiarity with applications for networking and marketing; and an interest in innovative and creative approaches for working with nonprofit leaders and their organizations.</p> <p>Responsibilities: Oversee key Center initiatives; deliver select programs and services to nonprofit organizations, executives, and their boards; conduct and analyze organizational assessments; coordinate evaluation and research activities; engage in client research; develop program materials; advance the Center's profile and client base through promotion and outreach activities; prepare proposals and grant applications. Apply online with a letter of interest, resume, and the names and contact information for three references at:</p> <p>www.adelphi.edu/positions/</p>					

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SENIOR LEVEL			Date Received: 10/1/11;		
Chief Operating Officer	International Student Exchange	Comp based on experience			imarsh@nesc.org www.nesc.org

Brief Description: ISE was founded in 1982. It is a non-profit organization dedicated to bringing people of the world closer together through student exchange and intercultural education. ISE is headquartered on Long Island, 60 minutes from Manhattan . Over forty fully staffed Regional Offices are strategically located in the United States . ISE cooperates with over one hundred independent foreign agencies in over fifty countries around the world for the recruitment and placement of students in American homes. Over 2800 students participate in ISE programs. All of ISE programs are carefully designed to be educationally oriented as teachers and educational administrators make up the national headquarters team.

Experience: A minimum of ten to fifteen years of increasingly responsible leadership experience is desired. An undergraduate degree is mandatory and an advanced degree in a business-related discipline would be highly desirable. This individual will be capable of providing outstanding organizational leadership. This person will be inclined to immerse himself/herself in the on-going activities of the organization and be highly articulate and focused - one who can communicate clearly and effectively in dealing with a wide variety of personalities and constituencies on an on-going basis. This person must be collegial and collaborative in management style and be able to motivate and drive others to succeed in completing tasks. Of paramount importance is the requirement that this executive will be extremely well equipped to serve as the face of ISE to the external community and to engage effectively with students, parents, government officials (regarding compliance issues) and with the public at large.

Responsibilities: Reporting to the Chief Executive Officer, the Chief Operating Officer will be responsible for the Academic Year J-1 High School Program. The Executive Director of the AYP program will report to this individual. This position will oversee and supervise all aspects of this program from recruitment, advertising, supervision of students, training, compliance issues and placement of students. The skills of leadership, motivation and organization are keys to the success of this position. This is a newly created position. Specific duties will include: Supervising the role and goals of the Executive Director of the AYP program. Ensuring the timely placements of all students. Participating in weekly planning meetings. Visiting field managers. Assisting in the development of a comprehensive training program for managers and field representatives. Developing a field evaluation program. Developing budgetary procedures. And reviewing promotional materials.

SENIOR LEVEL			Date Received: 10/1/11;		
Annual Fund Manager	Hofstra Law School	Comp based on experience	Christine Lunsford, Director of Development		Christine.M.Lunsford@hofstra.edu.

Brief Description: Hofstra Law School is seeking an Annual Fund Manager to work with the Director of Development and the Assistant Dean for External Relations to develop and implement a comprehensive strategy to expand Hofstra Law School's Annual Fund.

Experience: This position requires a minimum of three years fundraising or equivalent experience in a not-for-profit institution, preferably in higher education. We are seeking a candidate with demonstrated knowledge of annual giving programs and solicitation methods, computer proficiency and experience in operating and understanding donor database systems, strong analytical skills and attention to detail, and strong organizational/planning skills. Candidates must possess excellent writing, oral communication and interpersonal skills. Bachelor's degree from a four-year institution required. Familiarity with legal education and/or professional school development programs is desirable.

Responsibilities: The Annual Fund Manager assists with establishing goals and strategies to increase alumni and non-alumni participation in the Annual Fund. The Manager will be responsible for developing, organizing and managing the Law School's Annual Fund programs, including direct mail, phone-a-thon, e-solicitations, graduating class gift and reunion giving. S/he will assist in the creation of a Law Firm Initiative to increase annual gifts through law firm participation and will work with and expand volunteer leadership to assist with the Annual Fund, including identifying and recruiting class agents. S/he will also be responsible for managing the tracking and stewardship of annual gifts and scholarship gifts, including helping to coordinate the University's annual scholarship luncheon and the Law School's Donor Recognition reception. Please send a resume and cover letter to Christine Lunsford, Director of Development at Christine.M.Lunsford@hofstra.edu.

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SENIOR LEVEL			Date Received: 9/1/11;		
Development Officer for Corporate and Business Relations (F/T)	The Long Island Gay, Lesbian, Bisexual, and Transgender (GLBT) Services Network	Comp based on experience		fax to: (631) 665-7874 <i>No phone calls, please.</i>	jobs@liglbtnetwork.org
<p>Brief Description: The Long Island Gay, Lesbian, Bisexual, and Transgender (GLBT) Services Network (The Network) is seeking an experienced Development Officer for Corporate and Business Relations to manage a comprehensive corporate sponsorship and business membership program, including an annual business-to-consumer Expo. This position is an excellent opportunity for a vibrant, enthusiastic professional to be part of a growing organization and Development Department with ample room for creativity and professional development.</p> <p>Experience: Successful applicants must demonstrate three years experience and solid knowledge and skill in business and non-profit development. Proven relationship building and management skills. Exceptional organizational skills for handling multiple tasks/responsibilities at once in a fast-paced environment. Excellent interpersonal skills with the ability to work with a wide range of people. MORE</p> <p>Responsibilities: Work with the Director of Development to develop and manage a comprehensive corporate sponsorship program that leverages all of the opportunities available to sponsors, including a business-to consumer Expo, business membership program, and special event sponsorships. MORE</p>					

SENIOR LEVEL			Date Received: 10/30/11;		
Director of Development	Long Island GLBT Services Network	Comp based on experience	Joe McCormack Managing Partner Caroline McCormack Slaughter, Associate McCormack & Associates		search@mccormackassociates.com
<p>Brief Description: Located in Bay Shore, Long Island GLBT Services Network has developed into a comprehensive, full service network of professional agencies serving more than 75,000 people annually. The organization has a \$1.5 million budget for 2011, and its projected growth is expected to reach \$2 million by 2012.</p> <p>Experience: Qualified candidates will have 8-10 years development experience, along with previous work in the GLBT community.</p> <p>Responsibilities: Development Planning, Major Gifts, Special Events, Grants, Management, Annual Campaign, Public Relations, Corporate Relations, Communications, Relationship Management and Business Development. Apply via email search@mccormackassociates.com</p>					

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MID LEVEL			Date Received: 10/20/11;		
Development Manager – Cycling, Endurance	NMSS	Comp based on experience	NMSS Long Island Chapter 40 Marcus Drive, Suite 100 Melville, NY 11747		Stacy.Bona@nmss.org
<p>Brief Description: The Development Manager is responsible for the management and coordination of specific fundraising activities with specific emphasis on bike, and other endurance events. This includes conducting existing events and campaigns, formulating and pilot-testing new campaigns, budget preparation and management, market expansion and strategic planning. All activities support the Long Island Chapter’s investment in MS research and local Chapter Programs that provide assistance and support to individuals and families coping with multiple sclerosis.</p> <p>Experience: Five to seven years of fundraising experience required. Must cycle regularly and affiliation with a bike club helpful. A proven track record in fundraising, managing diverse and multiple campaigns, and volunteers. Computer knowledge and database experience required. Knowledge of Convio a plus</p> <p>Responsibilities: Serve as a spokesperson of the Long Island Chapter, National MS Society Seek to educate prospects, donors and the public about the mission of the Society. Broaden public awareness about the annual investments made by the Chapter to MS research and client chapter programs.</p>					

MID LEVEL			Date Received: 12/27/11;		
Manager, Special Events	Holocaust Memorial and Tolerance Center of Nassau County	Comp based on experience	Jennifer Carpenter Low 100 Crescent Beach Road, Glen Cove, New York 11542 www.holocaust-nassau.org	(516) 571-8040	jenniferlow@holocaust-nassau.org
<p>Brief Description: The Holocaust Memorial and Tolerance Center of Nassau County works to teach the history of the Holocaust and its lessons through education and community outreach. Annual budget- \$1,000,000</p> <p>Experience Required: Bachelors degree and a minimum of seven to ten years special event planning experience, or the equivalent combination of education and experience. Superior interpersonal skills are required.</p> <p>Must possess a strong work ethic, and be a motivated, enthusiastic team player who embraces the mission of the Holocaust Memorial and Tolerance Center.</p> <p>Responsibilities: Reporting to the Director of Development, the Special Events Manager will provide leadership in the planning, coordination, and evaluation of the Holocaust Memorial and Tolerance Center’s large-scale fund raising events – primarily the Annual Tribute Dinner, Annual Golf Outing, Tolerance Benefit and Auction, along with the Walk of Remembrance Event. Working with internal staff/faculty and community members, the Special Events Manager is the principal conduit in which all special event planning communications are handled.</p> <p>Coordinates fundraising of institutional and special donor events which involves decision-making input on external resources, managing event processes, coordinating meetings, preparing, monitoring, and distributing event budgets. Liaises with HMTc leadership, Special Event Committees, and the Education Department on the development of invitations, event materials, and related collateral. Assists in developing new events, and maintains, organizes and manages existing HMTc fundraisers and Special Events from concept to completion, ensuring they operate smoothly, efficiently, and generate maximum revenue and exposure. Working alongside Committee Chairs, co-facilitates various event-related committees as required. Assists with development of new opportunities to build community awareness. Other related duties as assigned</p>					

Title of Position	Organization	Salary Range	Contact Address	Phone/Fax	E-mail/Web Site
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MID LEVEL			Date Received: 12/1/11 ;		
Special Event/Walk Manager	Crohn's & Colitis Foundation of America	Comp based on experience	Joanne Golombos National Walk Coord. 585 Stewart Avenue Garden City, NY 11530		jgolombos@ccfa.org www.ccfa.org
<p>Brief Description: CCFA seeks a Special Event/Walk Manager for our Long Island Chapter, located in Garden City, NY. The position will be responsible for strategic planning, implementation and creative thinking to execute CCFA's walk campaign, Take Steps for Crohn's & Colitis. This position will provide leadership, vision and support to chapter volunteers to help maximize growth potential of the campaign.</p> <p>Experience: Min. 2 years event management experience.</p> <p>Responsibilities: Develop and implement a three year strategic plan to show significant revenue growth in Take Steps for Crohn's & Colitis. Develop and implement annual operational plan that includes detailed budget, team development, corporate development, volunteer development and logistic plans. Identify target audiences and build appropriate marketing strategies to recruit, acknowledge and retain event participants and sponsors. Develop a marketing and promotional plan to enhance visibility and increase community awareness and participation in Take Steps for Crohn's & Colitis. Identify, recruit and mobilize business and community leaders to serve as volunteers and sponsors. Create and maintain timelines, budgets and logistical needs for campaign events. Manages and assures the development of campaign materials required for the success and implementation of Take Steps events. Provides staff support for volunteers, participants and committees required for the success of Take Steps. Tracks income and expenses associated with Take Steps for Crohn's & Colitis.</p>					

MID LEVEL			Date Received: 12/1/11;		
Grant Writer / Manager of Institutional & Private Giving	Island Harvest	Comp based on experience			E-mail: jobs@islandharvest.org www.islandharvest.org
<p>Brief Description: Island Harvest serves as the bridge between those who have surplus food and those who need it, supplying 500+ community-based nonprofit organizations on Long Island with critical food support to help stem the advancing tide of hunger in our communities. A member of Feeding America (formerly known as America's Second Harvest), Island Harvest has delivered 81 million pounds of food, supplementing more than 55 million meals, since its inception in 1992.</p> <p>Experience: 5 years of successful experience in private/institutional and direct mail fundraising; strong track record of results; excellent communication, organization, and management skills; knowledge of Microsoft Word and Excel; familiarity with e-newsletter software helpful; Occasional local travel is involved, and candidate will be called upon to assist staff and volunteers with major food events, where occasional weekend work will be requested.</p> <p>Responsibilities: Island Harvest's Manager of Institutional & Private Giving is responsible for stewarding and expanding Island Harvest's sizeable portfolio of foundation, corporate, government, and individual supporters, as well as implementing the organization's annual direct mail and e-giving campaigns. In addition to communications through fundraising, the Manager of Institutional & Private Giving will also write and send monthly e-newsletters. This manager is responsible for a portfolio generating 1.5 million of funding annually. Responsibilities include: Research new prospective and current funders. Acquiring new major contributors via prospect research, solicitation, and cultivation, independently and in collaboration with Board and executive & program staff. Writing, editing, and submitting proposals and reports to institutional funders (i.e. foundations, corporations, government <i>agencies</i>) on a timely basis, and in collaboration with executive and program staff as needed. More.</p>					

Title of Position	Organization	Salary Range	Contact Address	Phone/Fax	E-mail/Web Site
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BEGINNER LEVEL			Date Received: 1/1/11;		
Intern	AFPLI	Up to \$1,500	Nikki Margarites	631 -471- 0024	nmargarites@cenaclesisters.org
<p>Brief description: In 2006, the Internship Program was established to help place professionals new to the development field in a compensated intern position within a not-for profit organization with access to a senior level development professional for training and mentoring.</p> <p>Experience: You must be a member of AFPLI to participate. Length of internship is 12 weeks, 15 hours per week.</p> <p>Responsibilities: The intern will be assigned to a development project with measurable goals. Please refer to the AFPLI Internship Program Guidelines on the AFPLI website for details and application.</p>					

ASSOCIATION OF FUNDRAISING PROFESSIONALS, LONG ISLAND CHAPTER

Positions Sought Listing

The AFP Career Opportunities – Positions Sought listing is a free monthly service for AFP Members and is one of the benefits of membership.

Please contact directly the applicant below or contact the applicant by AFP ID c/o Joan Connor, LI Chapter AFP,

110 Schmitt Blvd., Farmingdale, NY 11735, (631) 249-5008 *email* info@afpli.org

To obtain a Positions Sought listing form, contact Joan Connor (above) at (631) 249-5008 or e-mail CAREERS@AFPLI.org

Please inform AFP as soon as you find a position. Positions sought will be listed for two months from the date received unless notified. There is no charge to AFP members for this service.

Next Positions Sought listings due first of the month

AFP also offers many other career-related services. For more information about all of the Chapter's services, please call (631) 249-5008.

Name or 8-digit AFP ID	Position Sought	Salary Sought	Contact/Address	Phone/Fax	E-mail
ENTRY LEVEL			Date Received: 9/6/11;		
Edward Finan	Development Officer/Asst.	\$30,000- \$40,000	1935 HENRY STREET, BELLMORE, NY 11710	516-232-6262	EFINAN317@aol.com
<p>Education: B.A. Spanish, MS.Ed. Secondary Education, Certificate in Fundraising, Molloy College Position Sought: Working full time in Fundraising/Development Achievements: Almost 20 years of experience working with various organizations within the GLBT Community of Long Island. I currently serve (in a volunteer capacity) as Director of Development for Long Island Community Fellowship, Bay Shore, NY. My specialty is event planning, but I do have experience with other aspects of fundraising and development. I have spent the last 27 years as a high school Spanish teacher, and am now looking to begin a new career in Development.</p>					
MID LEVEL			Date Received: 3/20/11		
Joyce Johnston	Event Manager/Coordinator –Consultant /Freelance	45-55K – negotiable – hourly also a possibility	62 Windmill Drive, Huntington, NY 11743	631.470.0937	E-mail: joyce@ekaplanning.com
<p>Education: Syracuse U. – BS Marketing Position Sought: Event Consultant/Freelance – why pay for someone's full benefits when you do not have to. Experienced event planner and fundraiser, looking to work from home and office on a freelance/ consultant basis. Achievements: Work Experience: 10 years+ in event/marketing management for profit and non-profit organizations. Manhattan Woods Enterprises and Major League Baseball, Office of the Commissioner and MLB Properties. Fundraising: PTA Executive; introduced retail fundraising program to school. Spearheaded local theater fundraising event. Resume available with details upon request.</p>					