



American Water Works Association

Dedicated to the World's Most Vital Resource

The [Water Equation](#) is the philanthropic arm of **The American Water Works Association** and has a great opportunity to contribute to a growing development team that raises funds to educate the water workforce.

Our **Annual Giving Specialist** creates and executes fundraising strategies for the organization's annual donations campaign by cultivating new donors and stewarding established donors to meet revenue and annual strategy goals.

AWWA has a hybrid work environment with some office attendance required. This job resides in the Denver Metro area. This is not a 100% remote position.

This role leads and manages a variety of annual giving efforts, including:

- Daily accounting of gifts received in all fundraising platforms.
- Establishing and stewarding recognition programs for new and existing donors
- Cultivation and stewardship of donors through accepted practices of interacting with donors via telephone, handwritten notes, email, virtual or in-person meetings.
- Collaborate with team to create and maintain annual giving calendar to include donor gifts and fundraising events
- Planning and executing fundraising events to meet revenue goals
- Volunteer management
- Monitoring progress toward multiple campaign goals

QUALIFICATIONS

Education, Certification or Formal Training:

- Bachelor's degree in related field required

Work Experience (including computer skills):

- Minimum of two (2) years' progressively responsible experience in philanthropic fundraising and donor stewardship
- Experience required in developing initiatives from concept through implementation required
- 1 years' experience representing charitable/philanthropic organization and/or initiatives locally, regionally, nationally.
- Demonstrated experience in influencing donations and volunteer engagement
- Intermediate computer skills and proficiency in MS Word, Excel, and PowerPoint required; intermediate proficiency in Outlook required

Compensation & Benefits

Pay is \$30 - \$31 / hour dependent upon experience and is paired with a comprehensive benefits package that includes:

- Three separate paid time off accounts (Vacation, Sick and Personal)
- Immediate eligibility and vesting for retirement savings plan with a **6% employer contribution and 3% company match upon hire**
- Excellent medical, dental and vision plans with generous cost sharing by employer
- \$250 payment towards the cost of at-home computer equipment

Position Open Until Filled - **Submit cover letter and resume [HERE](#)**

The members of the **American Water Works Association** make sure our water is safe to drink. As its' philanthropic arm, [Water Equation](#) manages the academic scholarship fund and raises funds for water operator continuing education, student & young professional leadership, and water projects to bring safe water to small US communities. Do work that makes a difference every day!

As an employer dedicated to equal employment opportunity, minorities, women, veterans, and disabled are encouraged to apply.