# **Fundraising Chairman**

### **Purpose**

As a nonprofit organization, the Penn State Chapter of Triangle must look for as many opportunities as possible to serve our mission. This has led to the dedicated position of Fundraising Chairman. Through fundraising, we can sponsor more scholarships, more educational events, and more alumni events.

## **Summary**

The position of Fundraising Chairman is an officer level position. It typically runs independently, but any events and campaigns are typically associated with other organization goals. Fundraising chairman handles capital campaigns and fundraising events.

#### Qualifications

- Term Length: 2 years
- Time Requirement: 3 5 hours per month
- Dependent on month and current events.
- Voluntary expenses may be required for travel and more.
- Organized and goal oriented
- Willing to reach out to Alumni

#### Responsibilities

- Attend a monthly alumni officer meetings
- Attend 2 in-person Corporation Meetings in State College, PA.
- Organize a Bi-Annual Scholarship Gala
- Turn the Bi-annual Scholarship Gala into a rotating, regional event.
- Grow the amount of monthly donors to the general fund
- Organize, plan, and execute capital campaigns.
- Explore additional opportunities for fundraising
- Write and send Thank You letters.

