



NORTHWEST CENTER FOR
ALTERNATIVES TO PESTICIDES

POSITION DESCRIPTION & CANDIDATE PROFILE
FUNDRAISING MANAGER

ABOUT NCAP

NCAP is a non-profit organization with a mission to protect community and environmental health and inspire the use of ecologically sound solutions to reduce the use of pesticides.

The United States Environmental Protection Agency calculates that national pesticide use amounts to over one billion pounds per year. **That's roughly 3 pounds for every person in the country!**

This is concerning because pesticides can have negative impacts on other organisms and can cause problems in the broader environment. Pesticide exposure has been linked to a number of serious human health concerns and cancers, including non-Hodgkin lymphoma, as well as declines in populations of endangered wildlife.

Now celebrating its 45th anniversary, NCAP has advanced alternatives to pesticides through education, research and advocacy since 1977. We help people become pest-aware and to understand that “pest” is a relative term. Every organism plays a role in the ecosystem. Problems usually result from imbalances that are imposed on a natural system. By restoring the balance and addressing the cause, people can avoid the use of pesticides that contaminate our soil, water and air.

We work in the following program areas:

HEALTHY PEOPLE & COMMUNITIES

NCAP strives to structurally shift the power of community through educational workshops and demonstrations to work together, mobilize resources and build collective strength so that local leaders can make positive change. This is true whether we are working with growers and gardeners to protect ecosystem health or farm workers to protect themselves and their families from the detrimental effects of pesticides.

HEALTHY FOOD & FARMS

In partnership with farmers and researchers, NCAP is promoting and expanding organic and sustainable food production at the state and federal levels. This includes farmer education, food policy analysis and advocacy, and research and demonstration projects that result in increased support for adoption of organic and sustainable agriculture.

HEALTHY WATER & WILDLIFE

We are fighting to achieve stronger regulation of pesticides that harm native Pacific salmon populations and aquatic ecosystems as well as pollinators such as bees, butterflies and birds. NCAP's advocacy for alternative management practices and litigation protects our drinking water, waterways and wildlife.



photo: Gordon Nagai



POSITION OVERVIEW

OUR NEEDS FROM A FUNDRAISING MANAGER

NCAP has been exploring and using different elements of shared leadership for several years. NCAP moved into a new phase as an organization in 2021, embracing innovative ways to operate that work better for all. Two Co-Directors oversaw NCAP operations, sharing supervision of staff and fundraising. Now with the departure of both co-directors, we are exploring a completely shared leadership model where executive responsibilities are distributed among all staff. The Fundraising Manager should be interested and willing to work in a shared leadership model, with collective decision making and shared authority.

The Fundraising Manager (FM) provides fundraising expertise and shares fiscal oversight. The FM will work collaboratively with staff and board to move the NCAP mission forward, with deep commitment to protect community and environmental health as well as social justice and racial equity in food and land management systems. The FM supports a healthy, engaged workplace culture.

The FM has the authority to create and manage the fundraising plan; assist with creating the organizational budget; make financial decisions with input from staff and board; sign financial documents; and carry out other executive-level decisions as appropriate.

KEY RESPONSIBILITIES

The Fundraising Manager is responsible for raising unrestricted funds for the organization, with a goal of bringing in half of the operating budget from memberships, donations, and other unrestricted revenue sources. The FM will work collaboratively with staff and board to ensure implementation of NCAP's strategic plan, including program strategy and resource development. The FM supports continuous improvement of internal systems, and mobilization of adequate resources for long-term organizational health. The FM will represent NCAP to the public and build relationships with donors, foundations, partners and other key audiences.

FUNDRAISING

- Lead fundraising planning and execution with the assistance of the Communication Manager and the Board Fundraising Committee
- Create annual fundraising plan and evaluate current revenue streams for improvements
- Inspire, recruit and maintain relationships with Business League donors, major donors and general membership in support of the NCAP mission
- Lead fundraising campaigns and events that reflect and support NCAP programming
- Provide assistance with the grant making process, including assisting Program Managers with writing and submitting grants

FINANCES

- Work with staff and board to help develop and implement a balanced annual budget
- Monitor progress towards meeting fundraising plan goals using Salesforce CRM database and financial documents provided by Finance Manager

LEADERSHIP

- Collaborate with NCAP staff and board in developing and implementing the strategic plan, and create big-picture visioning
- Support a collaborative organizational culture centered around effectiveness and equity
- Support staff professional development and team-building activities
- Participate in collective decisionmaking and communication with the Board of Directors





QUALIFICATIONS

The Fundraising Manager should be able to skillfully engage with diverse partners and members, show cultural competency and an openness to on-going learning. The FM will understand and navigate a range of power dynamics well, including those rooted in racial or gender privilege. The FM will ensure sound processes underscore the vital work performed by the organization.

- At least four years of fundraising experience, with a successful work history raising money from individuals and foundations
- Capabilities in creating fundraising budgets; familiarity with Salesforce or other CRM database software
- Dedication to working toward the use of ecologically sound solutions to reduce the use of pesticides.
- Experience or interest in shared leadership models and collaborative decision-making
- Active commitment to working toward an anti-racist, multi-cultural organization
- Experience with anti-oppression and environmental justice work; ability to share a personal racial equity journey
- Skills as an effective public speaker and willingness to represent the organization with donors, foundations, partners, and other key audiences

COMPENSATION

SALARY & BENEFITS

The hiring salary for this position will be \$25/hour at 32 hours a week. More hours may be offered as interest and funding allows. NCAP offers health and dental insurance (90% covered for employee only); an IRA retirement plan; vacation and sick leave; 12 floating holidays; and flexible scheduling.

NCAP's commitment to equity includes prioritizing benefits to staff as we work towards the goal that every staff member earns a living wage.

WORK ENVIRONMENT

NCAP is headquartered in Eugene, Oregon with a combination of office staff and remote staff in Oregon, Washington and Idaho. The Fundraising Manager may choose to work out of the headquarter office or remotely from home within NCAP's three state region (with a stipend provided for a home office). If the candidate opts to relocate to Eugene, up to \$2,000 in relocation assistance will be provided.

HOW TO APPLY

- Please send a resume and thoughtful cover letter to jobs@pesticide.org with the subject line: "NCAP Fundraising Manager Search."
- Your cover letter should (1) describe how your skills and experience align with the position description and (2) your interest in NCAP's mission and values.
- **Note:** Applications will be reviewed on a rolling basis and earlier applicants may receive priority consideration.

We strongly encourage applications from women, people of color, members identifying with the LGBTQ community, individuals with disabilities, people who have been directly impacted by pesticides, and other underrepresented groups as well as covered veterans. NCAP does not discriminate based on race, color, religion, sex (including pregnancy), gender identity, sexual orientation, national origin, age, disability or genetic information.

