



Sea Otter Foundation & Trust - SOFT
Job Description

Development Coordinator & Fundraiser

General Position Summary:

As a fundraiser for The Sea otter Foundation and Trust (SOFT), the individual will support the mission of the organization which is “ensuring the survival and recovery of sea otters (*Enhydra lutris*) in their habitats by building funds to support research, conservation and education.”

The vision of the Sea Otter Foundation & Trust is that it exists to fundraise for issuance of funding grants to the sea otter research & education industry so that specific sea otter programs may be funded without competition from other industries.

Specific Duties:

This individual will work to develop partnerships with locally based businesses to support the mission of SOFT and our special events. The position will also help the organization grow its individual contributors through personal connections and networking.

Requests for support will include corporate sponsorships, individual donor solicitations and in-kind donations for silent auction events.

SOFT will provide corporate sponsorship packets, in-kind donation request letters and other necessary materials to support this position.

The best individuals for this position are go-getters that like to engage people in conversation and love to spread the word about our organization’s mission and good work!