



Project Veritas
DEVELOPMENT ASSOCIATE

We are a small yet mighty journalism group that is growing rapidly and is looking to expand our Development Program by adding a Development Associate that is crucial to the organization's goals. This is an excellent opportunity to kickstart your fundraising career at one of the most dynamic organizations in this truth movement era. If you have some exposure to development-fundraising and you want to align with an organization where its mission is to showcase the lies within our media.

Mission:

The Project Veritas mission is to investigate and expose fraud, corruption, dishonesty, self-dealing, waste, fraud, and other misconduct in both public and private institutions such that it creates a wave of critical mass to compel total reform. In short, we are a catalyst for a more just, ethical and transparent society.

A commitment to the Project Veritas mission is an absolute requirement. Please carefully review our website, published stories and interviews with our founder and CEO, James O'Keefe, to become familiar with the elements of our mission.

As a Development Associate, you will:

Report to the Vice President of Development.

Cultivate and communicate with existing donors to ensure on-going engagement further develops donor relationship.

Collaborate with the VP of Development to draft, finalize thoughtful thank-messages to donors.

Generate and mail high-priority donor packages for the President and the Vice President of Development

Manage and cultivate high-level notes that precisely speaks to the organization cause as it resonates with our donors.

Coordinate outreach events, using networking connections to get in touch with potential donors and overseeing the creation of grant proposals.

Collaborates with management to develop the organization's vision statement, mission statement, and related messaging.

Organizes and oversees the schedules and work of public relations staff.

Drafts and distributes materials to promote fundraising efforts.

Collaborates with marketing and advertising staff to ensure marketing campaigns are consistent with the organization's public image.

As a Development Associate, you should have:

Bachelor's degree in Public Relations, Communications, Journalism, Marketing, or related field required.

Excellent written communication skills with a proven ability to write in a journalistic style that is customary for external publications.

Have a background in activism, and love our mission.

Be able to start within 60 days.

Excellent public speaking and listening skills.

Attention to details.