** Job Description**

**Organization:** WeReach

**Position:** Donor Engagement Ambassador

**About WeReach:** WeReach is a nonprofit organization dedicated to empowering individuals and communities through education, training, and support. Our mission is to create sustainable opportunities for economic and social advancement.

**Position Summary:** The Donor Engagement Ambassador will play a critical role in supporting the growth of WeReach by engaging potential donors and corporate partners. This role involves introducing stakeholders to WeReach’s mission, programs, and impact. The ideal candidate will be bilingual in English and Spanish, have experience in the nonprofit sector in the USA, and demonstrate strong skills in outreach and relationship building.

**Key Responsibilities:**

* Conduct outreach via outbound calls and emails to potential donors and corporate partners, sharing WeReach’s mission and goals.
* Cultivate new relationships with donors, sponsors, and community partners to secure financial support and resources.
* Develop and maintain a database of prospective donors and partners, ensuring accurate and up-to-date information.
* Research and identify new funding opportunities from corporations, philanthropists, and community organizations.
* Collaborate with internal teams to support fundraising campaigns and strategic outreach efforts.
* Track donor engagement and outreach progress, providing regular reports and adjusting strategies as needed.
* Support the planning and execution of fundraising events, donor communications, and sponsorship opportunities.
* Stay informed on WeReach’s programs and community impact to effectively communicate with potential supporters.

**Qualifications:**

* Bilingual in English and Spanish (required).
* Minimum of 2 years of experience working in a nonprofit organization within the USA.
* Proven experience in outbound calls, donor outreach, and partnership development.
* Strong communication and interpersonal skills, with the ability to engage donors and corporate partners.
* Experience in database management and CRM tools.
* Highly organized, proactive, and capable of working independently in a remote environment.
* Passion for nonprofit work and WeReach’s mission.

**Benefits:**

* Flexible remote work environment.
* Opportunity to make a meaningful impact on the nonprofit sector.

**Schedule:** Monday to Friday from 9:00 AM – 6:00 PM EST

**Compensation: $1,200 USD Monthly**

**Internet costs, and computer must be covered by the candidate.**