

Pennsylvania Farm Bureau – Position Description
COUNTY FUNDRAISING COORDINATOR

PURPOSE:

The County Fundraising Coordinator promotes charitable donations to the Friends of Ag Foundation and surfaces new county level contributors for the Foundation's efforts.

RESPONSIBILITIES:

- Generate an innovative and enthusiastic marketing plan for fundraising.
- Work with the County Board to develop list of potential county level donors.
- Develop and implement fundraising projects for the Friends of Ag Foundation.
- Distribute press and promotional packets.
- Report to the board regularly in person and/or through written reports to Ag Promotion Chair.
- Report to membership at county spring and annual meetings and through county newsletter.
- Carry out duties promptly and reliably.
- Be willing to participate in training programs and continue to learn on the job.

BASIC REQUIREMENTS:

- Regular or Associate Member of Farm Bureau
- Potential to motivate, organize, and lead a group
- General understanding of Friends of Ag Foundation and related events
- Dedicated to helping students learn about agriculture in a positive way
- Understand Farm Bureau structure and how it functions

TRAINING:

- Training will be offered to coordinators every year.
- Training will cover basic responsibilities, strategies, marketing and Friends of Ag Foundation.
- In addition, the Coordinator is encouraged to take advantage of other training offered through PFB, including the Leadership Development Units.

RESOURCES:

- PA Friends of Agriculture Foundation
- Regional Organization Director
- State and County Ag Promotion Committee
- PFB Committee Director

The County Fundraising Coordinator is responsible to the County Ag Promotion Chair.

The term of office is one year.