

National Young Leadership Development Associate

Friends of the Israeli Defense Forces (FIDF)

About the Organization:

Friends of the Israel Defense Forces (FIDF) was established in 1981 by a group of Holocaust survivors, under the leadership of John Klein z'l, to provide for education and well-being of the men and women who serve in the Israel Defense Forces (IDF) as well as the families of fallen soldiers. Headquartered in New York City, FIDF is a 501c3 not-for-profit corporation that operates 15 regional offices in the United States and Panama.

The National Young Leadership (YL) Division of Friends of the Israel Defense Forces (FIDF) provides young professionals, emerging leaders, and budding philanthropists ages 21-40 the opportunity to be involved in the organization's work while networking and socializing with their peers.

FIDF has inspired thousands of young leaders across the country to come together to look after, with love and gratitude, the soldiers of the IDF. FIDF's YL chapters host events throughout the year across the country to raise funds and awareness for the organization. These events include parlor meetings with visiting soldiers, Shabbat dinners, and large scale events at premiere venues which attract hundreds of guests. FIDF's YL represents hope, promise, dignity, strength, and inspiration for the soldiers of the IDF.

Position Summary:

The Development Associate is responsible for working with active FIDF YL Chapters as well as building a YL presence in the targeted chapters that do not yet have one. In addition, the Development Associate plays a role in the strategy and execution of the annual *National YL Professionals Mission to Israel* and *Rising Leaders Missions*. The Associate will work to connect past Mission participants forming an alumni cohort. This role manages the marketing and logistical operations of the FIDF recurring giving program *Guardians*. The Development Associate will oversee the creation and distribution of all Young Leadership promotional materials. This position reports to the National Young Leadership Director and the Chief Development Officer

Education and Experience:

- Bachelor's degree required
- A minimum of three years of experience in fundraising or marketing

Competencies and Skills:

- Ability to communicate effectively verbally and in writing to diverse audiences
- Interact comfortably with donors and with all levels of staff
- Creative, persuasive, and strategic thinker
- Effective and supportive communicator, able to inspire, influence, and build credibility as well as rapport
- Social media marketing and content creation
- Experience building and executing collaborations and partnerships
- Excellent project management experience
- Working knowledge of Microsoft Office and Raiser's Edge

Essential Job Duties:

In collaboration with the National Young Leadership Director, work with the active FIDF YL Chapters regarding their goals to increase the donor base, programming, visibility, and fundraising efforts through outreach and building relationships

In collaboration with the National Young Leadership Director, work with the targeted chapters that do not yet have a YL presence to build one

Play a role in planning the annual National Young Professionals Mission to Israel and Rising Leaders Mission to Israel including the itinerary, creation of the application, invitation, recruitment, social media, digital vendors, website updates, and e-blasts

Collaborate with the Chief Development Officer and National Young Leadership Director to create and update the annual Strategic Plan

Work with Chief Development Officer to grow and manage Guardians program

Take part in the planning and implementation of the annual National YL Summit for FIDF YL professionals and lay leaders

Provide support to the National Young Leadership Director including budgets and database management

Performs other duties as requested.