



Job Description: Corporate and Community Partnership Specialist

Join Yoga Behind Bars (YBB), a growing grassroots nonprofit, based in Seattle, WA. We share trauma-informed yoga and meditation with people who are incarcerated to promote rehabilitation, personal transformation, and a just society for all.

We seek a committed individual with experience in corporate relations, event management, and community outreach, who is also social media savvy and has great communication and organizational skills. This position reports to the Development Director. You will also work closely with programs and administrative staff on our tight-knit team, which requires a collaborative approach and creative and strategic thinking skills. Expect a fast-moving, all hands-on deck environment, with lots of room for making a difference.

Specialist responsibilities will include:

Corporate Relationships. 40%

Build corporate relationships that help sustain the work of YBB: In collaboration with the Development Director, create a strategy to engage corporate funders

- Execute corporate funder strategy, adjusting plans as necessary to meet goals. Includes events such as lunchtime presentations to employee groups, one-on-one meetings with representatives, applying for social media contests, and other.
- Build and maintain relationships with key corporate contacts at all levels of a company to help advance the partnership.
- Solicit and secure funds to meet our ambitious financial goals through corporate philanthropy, event sponsorship, cause marketing, and giving days, both in person and online.
- Identify and execute workplace volunteer engagement opportunities.
- Manage matching gift programs and communication to secure matching funds.

Community Outreach. 30%

Represent YBB at community outreach events: In coordination with the Development Director, prioritize and execute a positive YBB connection at multiple outreach events.

- Steward a volunteer group of 'Ambassadors' to represent YBB at events. Provide onboarding, training and support, as well as regular communications to enable ambassadors to engage attendees and encourage donations.
- Manage Studio of the Month program. Steward relationships with studios and teachers, ensure that studios have needed YBB materials and representative.



- Lead the YBB team in deciding which events take priority for our organizational participation. Coordinate ambassadors to represent us or attend as necessary.
- Evaluate success and impact of events following their conclusion. Maintain relationship with representative of event.

Special Event and Fundraising Support. 20%

As a part of a small development team, all of us work toward and support all fundraising goals. In particular, our spring fundraising event is an all-hands-on-deck lift.

- Support Development team with preparation, execution and follow-through of YBB's annual fundraising event (Eat.Drink.Give), and other events as needed.
- Support other fundraising efforts as needed and requested.

Social Media Communications. 10%

In consultation with the YBB team, and using YBB messaging and branding, develop a social media strategy to maintain community interest, engage new support, and convert followers to supporters.

- Collect enriching and interesting information, articles, quotes, and events to share.
- Create regular posts that prompt engagement on multiple platforms; coordinate with other organizational messaging, and choose when to deploy limited nonprofit dollars to further messaging reach.
- Monitor and respond as YBB to engagement on social media platforms, alerting the YBB team to important messages when necessary.

Skills & Qualifications

The successful candidate will demonstrate genuine passion for the mission of Yoga Behind Bars, as well as the skills to reach our annual fundraising goals. They will be able to independently organize and prioritize their time and tasks; be clear, engaging, and persuasive communicators, in person and in writing; be technologically adept; and possess a collaborative spirit. Relevant experience matters, but we also deeply value a drive to learn and transferable skills. Commitment toward anti-racist work is important. Must have valid driver's license, job requires light driving (personal vehicle not needed).

Compensation

This job is full time (35hrs/week) with \$36,000-40,000 annual salary DOE. Full health benefits. Three weeks of PTO and week off between December 24 and January 1, plus 7 paid holidays. \$50 monthly technology stipend. Annual professional development stipend.

Expect to work in our Seattle (Belltown) office a minimum of 3 days a week during regular business hours, with some flexibility including remote work on other days. Supportive and collaborative work environment with emphasis on holistic well-being of staff.



To Apply

Please submit a resume, cover letter, and 2 references in PDF format. Consideration will be given to applications as soon as they are received. We will start interviewing candidates the week of January 24, with an ideal start date of February 19th, 2019. Please do not paste your resume in the body of the email. Submit all materials to info@yogabehindbars.org with Corporate and Community Partnership Specialist in the subject line. No calls please.

Yoga Behind Bars values diversity and is an equal opportunity employer with a commitment to engaging the skills and leadership of people of color, LGBTQ persons, formerly incarcerated people, and other people from diverse backgrounds. People from these or other backgrounds and communities are strongly encouraged to apply.