



Development Associate

(Contract)

ORGANIZATION: [Braver Collective](#)

LOCATION: 100% Remote

TIME COMMITMENT: Part-time and contract, 15 hours per week

POSITION SUMMARY:

Braver Collective creates and shares accessible, reliable, trauma-responsive and shame-free online content dedicated to survivor voices, where we can all find acceptance, hope and our next, best step to heal. This organization is survivor-founded and led.

We're working toward a world where all survivors of sexual trauma can find healing and belonging through mutual support, collective wisdom, and meaningful connection.

We are seeking a passionate Development Associate to build a sustainable foundation of individual supporters and create predictable annual revenue for non-profit Braver Collective. This part-time role (15 hours/week) will focus on growing individual donor support by 200% in 18 months, with emphasis on small to mid-size donations (\$100-\$1,000) from new relationships. The ideal candidate will be detail-oriented, relationship-focused, and committed to supporting survivors of sexual trauma through strategic fundraising.

RESPONSIBILITIES:

Donor Cultivation & Stewardship (Estimated at 30% of time)

- Conduct prospect research to identify potential individual donors aligned with our mission
- Develop and maintain relationships with current and prospective donors
- Create and implement personalized cultivation strategies for different donor segments
- Design and execute donor stewardship plans to improve retention rates
- Manage donor communications including thank you notes, updates, and impact reports

Database Management & Systems (Estimated at 25% of time)

- Maintain and optimize donor database system and management tools
- Ensure accurate and timely data entry of all donor interactions and gifts
- Segment donor lists for targeted communications and campaigns

Digital Fundraising Campaigns (Estimated at 20% of time)

- Plan and execute digital fundraising campaigns across multiple channels in partnership with the social media team
- Create compelling fundraising materials and donor communications in collaboration with our Design Director
- Manage online giving platforms and optimize donation processes

Grant Research & Foundation Relations (Estimated at 25% of time)

- Research grant opportunities from foundations, corporations, and government sources
- Support grant writing efforts and proposal development
- Maintain foundation prospect pipeline and relationship calendar
- Assist with grant reporting and compliance requirements

QUALIFICATIONS:

- 2+ years of experience in individual giving
- Proficiency with donor management systems (CRM experience preferred)
- Strong written and verbal communication skills
- Experience with digital fundraising tools and social media platforms
- Grant writing experience and knowledge of foundation research tools (preferred)
- Detail-oriented with excellent organizational and project management skills
- Ability to work independently and manage multiple priorities in a remote environment
- Passion for supporting survivors of sexual trauma and commitment to trauma-informed practices
- Collaborative mindset and ability to work effectively with small team
- Adaptability and comfort working in startup nonprofit environment

ADDITIONAL INFORMATION:

This is a part-time contract position. This position is remote, and the candidate must be able to work independently using their own computer. This position is part-time and project-based, with the potential for increased hours in the future. Success will be measured by donations received, community building, and driving meaningful traffic to website resources.

COMPENSATION: \$35/hr

ABOUT BRAVER COLLECTIVE:

Braver Collective is a non-profit organization dedicated to supporting survivors of sexual trauma. We provide a safe and accessible online community where individuals can share their experiences, find support, and connect with others on their healing journey. We prioritize trauma-responsive practices and a shame-free environment to facilitate healing. To learn more, visit <https://bravercollective.org>

Application Process

TO APPLY, PLEASE SUBMIT to INFO@BRAVERCOLLECTIVE.ORG:

- Cover letter explaining your interest in Braver Collective's mission and relevant experience
- Resume highlighting fundraising and donor relations experience
- Two professional references
- Writing sample (grant proposal excerpt, donor appeal, or similar fundraising communication)

APPLICATIONS ACCEPTED UNTIL POSITION IS FILLED.

Braver Collective is an equal opportunity employer committed to creating an inclusive environment for all employees. We particularly encourage applications from individuals with lived experience as survivors, BIPOC candidates, LGBTQ+ individuals, and other underrepresented communities.