



Corporate Sponsor Officer - Research

JOB SUMMARY

The Corporate Sponsorships Officer - Research is responsible for connecting with corporate and nonprofit organizations to create partnerships with Random Acts. This position will report into the Projects Department Manager under the Director of Programming.

RESPONSIBILITIES

This position will focus on researching organizations to ensure they comply with the standards set by the organization for both Corporate Sponsorships and Partnerships.

- Research organizations for Random Acts
- Communicate with outside organizations
- Assist the Projects Department Manager and Director of Programming additional duties as assigned

DESIRED QUALIFICATIONS AND SKILLS

- Self-Starter mentality
- Strong organizational skills
- Strong communication skills
- Strong writing and editorial skills
- Ability to complete tasks with minimal direction
- Preference given to those with a degree in business