

## Fundraising Committee

<b>Organization:</b>	Canadian Organization for Senior Artists and Performers
<b>Date Posted:</b>	As soon as possible
<b>City:</b>	Toronto
<b>Location:</b>	Ontario
<b>Country:</b>	Canada
<b>Primary Category:</b>	Develop courses, clubs, groups and workshops
<b>Type of Position:</b>	Volunteer from Home

**Purpose:** Contribute towards COSAPs Mission, *Encourage and empower adults 50 and older by providing high quality art and performing arts programs and events in diverse communities.*

### Description & Details

The mandate of the Fundraising Committee is to assist COSAP in the planning, coordination and implementation of all fundraising activities in support of the projects and activities of the organization. The Committee will ensure and contribute to strategic and well planned fundraising initiatives that contribute to COSAP achieving its mission. The Committee may be headed by one Chair or two Co-Chairs.

### Responsibilities:

This will include, but not limited to:

- Develop the fundraising strategy for COSAP and individual event plans & budgets
- Implements, monitors and evaluates the fundraising events aligned with the strategy once it is adopted
- Research in identifying and maintaining a list of prospects, partners, potential sponsors and funders
- Assist Board Members in managing interactions with sponsors/funders: obtaining funds or in-kind services, thanking sponsors/funders in writing
- Identify potential sources of funds, such as foundations and sponsors
- Organize monthly Committee meetings.
- Ensure diversity and inclusion in the Committee and instructors approached.
- The Fundraising Committee reports to the Managing Director.

### Requirements:

- The Fundraising Committee is composed of 5 to 7 members, including: a Chair or two co-chairs, a Board member, a minute taker, an experienced fundraiser and volunteers
- Group members must be older adults 50+, preferably.
- Committee members must be courteous and personable with good interpersonal skills and a friendly manner.
- Possess excellent interpersonal skills with the ability to effectively communicate (verbally and in writing) in English.

- Must be dependable, willing to take initiative, work well independently and attention to details and possess excellent organizational, time-management skills

**Expectations:**

The Fundraising Committee members will be reliable with mature insight, able to accomplish tasks through careful time management and well organized with attention to detail.

**Time Commitment:**

A regular individual member commitment of 3-5 hours weekly on average.

**Location**

Working from home, anywhere in Canada and able to communicate via email, also available to meet when needed using Zoom meeting platform.

**Benefits:**

- Gain some valuable experience in fundraising or gain specific role experience while assisting COSAP raise much needed funds to reach more older adults, in a friendly and fun environment!
- Valuable work experience and transferable skills in the administrative, curriculum development, communication, marketing, research, volunteer and art fields.
- Fill seniors' lives with joy whilst decreasing isolation.

**Support**

Training and support for this group and positions will be provided. Also, the Managing Director will be available for questions and assistance.

**How to Apply / Contact**

Please submit your interest with the subject line "Fundraising Committee Volunteer" to: [e.way@cosap.ca](mailto:e.way@cosap.ca) or call 905-691-9933 to speak to Elisabete Way, Managing Director.