



Call for Volunteer: Major Donor Coordinator

SASA is looking for a Volunteer (unpaid) Donor Coordinator to assist the Fundraising Team in facilitating communication with donors, professors, and ambassadors. This position is most well-suited for someone with a passion for the ancient world that is experience with navigating the world of academia. They must be flexible, adaptive, and comfortable working independently as new projects and tasks emerge.

Salary: Unpaid

Duration: Ongoing Volunteer

Hours: 10-15 hours per week

Application Deadline: ongoing

Location: Remote with regular weekly meetings online

Skills Needed: Communication, Organized, Secretarial work

Position Description & Responsibilities:

As Donor Coordinator you will work as part of the Fundraising team by planning and scheduling meetings, handling ongoing correspondence with individual high-level donors and ambassadors, and things of that nature.

- Communicating regularly with Fundraising Team
- Attending meetings with Fundraising Team
- Writing to potential donors or ambassadors

To apply, please send your resume and cover letter to recruitment@saveancientstudies.org.

About SASA

SASA is a non-profit organization, tax exempt under IRS code 501(c)(3). SASA's mission is to counter the downward trend in Ancient Studies fields in academia, by (1) uniting graduate students to (2) engage students by guiding the widespread American interest in ancient times toward Ancient Studies, to (3) facilitate ease of access to studying the ancient world, and to (4) support and reimagine scholarship as a lifelong pursuit for those who work as professionals in other areas after receiving their PhDs.

At this time, all positions with SASA are unpaid, including management, volunteers, and interns, save for some few project positions paid for through grant funding. Since work for SASA is all done remotely, we take a proactive approach to supporting our volunteers and interns. Our goal is that internships with SASA are mutually beneficial, such that volunteers help work on various SASA projects and gain experience in multiple areas, learn skills, gain knowledge, and build connections with numerous people in Ancient Studies and the nonprofit world. Interns work alongside volunteers with more experience and under the guidance of our Team Leaders and the Director. Our work atmosphere is exploratory and collaborative. We all enjoy the company of people who have varied backgrounds and interests of all ages, and who are passionate in their pursuit.

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