

The Detroit Historical Society is seeking several part-time individuals to assist in the completion of our five-year comprehensive fundraising campaign.

Current positions available include:

Donor Research Associate

This part-time position (20 hours/week) will coordinate research into campaign prospects, preparing detailed summaries of potential donors. Candidates should possess prior experience in online donor research and excellent writing skills.

Salary range: \$12 - \$15/hour, depending upon experience.

Sponsorship Coordinator

This part-time position (15-25 hours/week) will actively fundraise for the exhibits and programs of the campaign, through the preparation of targeted sponsorship proposals. Candidates should have experience in face-to-face solicitations and the preparation of the proposals.

Salary Range: \$20 - \$23/hour, depending upon experience

To apply, submit cover letter, resume and writing sample via US mail or fax.

Please be sure to note the job for which you are applying and indicate your salary limitations.

No phone calls please.

Michelle Wooddell
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