



Director, In-kind Sponsorship

The **Director, In-kind Sponsorship** is responsible for procuring in-kind sponsorships for the Chapter as well as performing all the duties specified by the Constitution and Bylaws or those approved by the Board of Directors. The position reports directly to the VP, Sponsorship and manages the activities of in-kind volunteers on the sponsorship committee. The ideal candidate is someone who has experience with sponsorship partners and a background in sales.

Main Responsibilities for the Director, In-kind Sponsorship:

- Select and secure sponsors to fulfill chapter operational needs (venues, food/beverage, printing, promotional items, ad placement, administrative expenses, etc.) with in-kind partners and renew existing partnerships or create new relationships
- Work with VP to determine in-kind sponsorship levels and benefits for strategic partners
- Develop prospect lists for both cash sponsorships and in-kind services with the assistance of committee members
- Oversee the handling of sponsor recognition, relations & correspondence
- Assume responsibilities common to all officers and directors of the board

Top Three Requirements for the Director, In-kind Sponsorship:

- Sales and marketing background
- Successful track record of building and leading a team
- Ability to generate revenue through in-kind and cash sponsorships

Time Commitment:

- 2-3 hours per week
- Attend monthly committee meetings
- Attend monthly board meetings & some events