

The National Leadership Program Fellowship in Development/Fundraising

RespectAbility is on the front lines of inclusive philanthropy. We are passionate about bringing intersectionality into not only our work, but into the philanthropy sector at-large. Many philanthropists do not explicitly include the disability community in their portfolio, even though disability cuts across every demographic – race/ethnicity, sex/gender, sexuality, religion, class and more. Indeed, the disability community is the largest minority group in the country. If a philanthropist supports any underserved population, they already are supporting people with disabilities. However, they may not do so with an understanding of what works, or they might not realize that some of their constituents have disabilities in the first place.

That is where our development team comes in: we cultivate relationships with philanthropists who have mutual interests and are passionate about helping others. We provide them with best practices on how to include people with disabilities successfully in both their philanthropy and internal operations. We do this in a variety of ways, and the primary areas for Development/Fundraising Fellows are two-fold:

1. Support our work in reaching out to philanthropists – foundations, individuals and corporations – on how they can better serve people with disabilities, especially in their already existing work.
2. Bring in needed support so all of our departments – public policy, communications and faith-based inclusion – can function and expand so we can continue to fight stigmas and expand opportunities for people with disabilities. We ask philanthropists to support specific program areas, this fellowship program and general operations.

One of our key initiatives for 2017 revolves around building Communities of Practice. These are geographically-focused partnerships that will convene local stakeholders in Los Angeles and New York City in ending stigmas against and advancing economic opportunities for people with disabilities. Stakeholders include funders, individuals with disabilities, workforce professionals, employers, the faith community, health and service providers, disability organizations, the media, Hollywood and local elected officials. Development/Fundraising Fellows will be closely involved in this critical work while stationed at our office in Rockville, MD.

Our program is fully accessible for people with disabilities and offers full-time in-house job coaching, skills development, networking opportunities and free lunch. Assistive technology and personal care support are available as needed.

Who We Want

The National Leadership Program is ideal for people who want to gain skills and contacts while making a positive difference for people with disabilities. We are looking for thoughtful and results-driven individuals who want to achieve breakthrough results while getting hands-on experience. The fellowship is for college and graduate students, as well as for people transitioning into the workforce for the first time, or back into the workforce after a break. Fellows ideally will have an interest in the nonprofit/development sector. Past development experience not necessary.

Fellowship Duties

The fellows will work closely with our National Leadership Director and Development and Inclusion Associate. Individual projects will be assigned based on an individual's unique skill set and their own ability to "bring something to the table." Tasks might include grant and proposal writing, prospect research, donor relations and attending donor and prospect meetings. Development/Fundraising Fellows will join supervisors at workshops, webinars and events that pertain to development. Fellows will learn about all of our issue areas and departments as well.

Each fellow will receive many opportunities to learn new skills, network and gain direct experiences. In addition to hands-on work experiences, all fellows will participate in special presentations by guest speakers and intensive strategic communications workshops. A career plan will be developed by each fellow that will enable him or her to gain appropriate workplace experience while contributing directly and measurably to RespectAbility's impact. Upon the completion of the fellowship program, applicants can expect to come away with excellent experience in the fields of policy, strategic communications and fundraising; fair knowledge of issues for people with disabilities; and leadership skills to help them grow into confident advocates.

Important Details for Applicants

- Excellent communication, research, and organizational skills are strongly preferred, and fellows should exhibit leadership skills to complete their own projects
- Basic familiarity with the features and functions of Microsoft Office strongly preferred. However, software training will be available for some fellows in collaboration with the National Leadership Director as part of the career path planning process
- Strong preference for college juniors and above
- Commit for a minimum of nine weeks
- Hours are 9-5, and fellows must be able to work at least 20 hours a week, though 40 hours per week is preferred
- There is no tuition cost to do the fellowship, and fellows will be awarded \$250 a month as a transportation reimbursement. The paid fellowship is \$15/hour.
- The fellowship takes place in Rockville, MD (office is a short distance from the White Flint Metro Station)
- Your cover letter must explain why this fellowship in particular is of interest to you and what you "bring to the table." You must discuss in your cover letter why you believe that you have the skills, focus, and independent drive to make a positive difference in your time with us at RespectAbility.

About Us: RespectAbility is a non-profit organization whose mission is to reshape the attitudes of American society so that people with disabilities can more fully participate in and contribute to society; and to empower people with disabilities to achieve as much of the American dream as their abilities and efforts permit.

RespectAbility provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, RespectAbility complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination,

layoff, recall, transfer, leaves of absence, compensation and training. RespectAbility expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status.

To apply: Send your resume and cover letter to shondam@respectabilityusa.org. Also, please complete the linked [Google Doc Form](#).

Learn more here: <http://respectabilityusa.com/about-us/career-opportunities/the-national-leadership-program/>