**Marketing and Communications Assistant**

Transplant Alliance serves as Fundraising Stewards for transplant patients and donor families by providing Grants and Fundraising Assistance while raising awareness about organ donation. Transplant Alliance Foundation is a 501(c)(3) non-profit charitable organization, through gaming events and fundraising we raise funds for organ transplant patients who cannot afford their medical bills

In policy and practice, we encourage diversity and provide equal employment opportunities to all individuals based on job-related qualifications and ability to perform a job. We are committed to maintaining a non-discriminatory environment free from intimidation, harassment, or bias.

**Marketing & Communications:**

* Develop and execute marketing campaigns to promote fundraising events, donation drives, and awareness initiatives.
* Manage website updates, and email marketing efforts.
* Create compelling content, including newsletters, blog posts, press releases, and donor stories.
* Design promotional materials such as flyers, graphics, and videos to support outreach efforts.
* Maintain brand consistency across all marketing channels.

**Community Engagement & Relationship Building:**

* Build relationships with donors, sponsors, and community members to strengthen fundraising efforts.
* Work with volunteers and supporters to increase fundraising reach.
* Represent the organization at events, networking opportunities, and donor meetings.

**Qualifications & Skills:**

* **Required:**
  + Experience in marketing, fundraising, donor relations, or nonprofit development.
  + Strong writing, communication, and storytelling skills.
  + Proficiency in social media management, email marketing platforms, and design tools.
  + Ability to analyze donor data and create fundraising strategies.
  + Strong organizational skills and ability to manage multiple projects.
* **Preferred:**
  + Knowledge of nonprofit fundraising is best practice.
  + Background in event planning and sponsorship outreach.