

Donor Impact Specialist

Start Date & Wage:

20 hours/week

Start Date: June 8, 2026

\$17-\$20/hour based on experience + bonuses

Why this position matters:

Donors don't just give to organizations; they give to people, stories, and the belief that their contribution will make a real difference. Because our donors provide the resources to change the world for orphaned and vulnerable children, we need to ensure we are great stewards of their funds. The Donor Impact Specialist is the human connection between someone's generosity and the children we serve. By building genuine relationships, communicating impact clearly, and helping donors find their place within A Child's Hope, the Donor Impact Specialist deepens a community of people who are invested in lasting change so more children can leave the streets and orphanages to join families.

What this role is all about:

- Donor Relations
 - Manage a portfolio of \$1-\$10K donors with regular stewardship touchpoints
 - Build personal relationships through phone, email, and in-person outreach
 - Follow up with service trip volunteers to explore deeper engagement
 - Respond to inbound calls, texts, and emails in a timely, warm manner
 - Report back to donors on commitments made
- Growth & Strategy
 - Identify opportunities to broaden ACHF's base of support
 - Recommend fundraising approaches tailored to individual donor interests
 - Solicit financial and in-kind donations from businesses and individuals
 - Source auction and raffle items from local businesses
 - Help manage and grow our monthly giving community



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- Events & Community
 - Assist with planning and execution of fundraising events and campaigns
 - Represent ACHF at community events and fundraising conferences
 - Attend service trips as an ACHF ambassador
 - Participate in weekly team meetings to discuss leads and progress
- Data & Reporting
 - Maintain accurate donor records in Salesforce and Mailchimp
 - Log detailed interaction notes in Monday.com
 - Share data-driven impact stories to demonstrate donor ROI

Required Skills:

- Experience in donor relations, sales, or solicitation-based work
- Strong verbal and written communication in English
- Comfortable working in the office
- Proficiency with standard office software and CRM tools
- Ability to travel for service trips and community events
- Ability to thrive with ambiguity (and sometimes chaos)

You'll thrive here if you are:

- Self-motivated and goal-oriented
- Personable and able to build rapport quickly
- Comfortable making asks and navigating difficult conversations
- Discerning — able to read people and adapt your approach
- Committed to ACHF's mission and values
- Collaborative and inclusive in your work style

A note from the Executive Director:

If you want to apply for this job, the following should be true of you:

- You need to take initiative and be willing to make mistakes. We've failed a lot in the past and keep making new mistakes every day because we believe that is how you learn the quickest. You need to trust us to be cool, and you need to be vulnerable.
- You aren't assumptive; you seek clarity and don't mind appearing ignorant because you care more about being valuable than looking smart. You will understand why you are doing what is asked of you because you know we expect you to use your brain and make judgment calls regularly.

- You are crazy-organized and productive. Maybe you've read Getting Things Done by David Allen, and you've made it your own (that would probably make you a shoe-in candidate).
- You should know yourself pretty well - knowing your strengths and weaknesses (bonus points if you include your top 5 strengths from Gallup's Strengthsfinder assessment in your cover letter).
- You should be confident and friendly, not intimidated by others. You should be direct and to the point, without worrying about hurting our feelings (but don't be mean).
- You need to be task-oriented and love knocking things off your checklist. This is a big one.
- You should be able to read this list of tasks and competencies and figure out how to present yourself in a personal letter to us explaining why you would likely be a great fit (even though you may be missing one of the attributes we are looking for). You would know what would count as evidence that you are smart and capable enough to roll with us. If you just send a resume and not a cover letter, you won't hear back from us because you aren't a careful enough reader to get the job (though you read this far, so you obviously will include it).

About Us:

Because no child should be abandoned to raise themselves, A Child's Hope Foundation exists to equip orphaned and vulnerable children with skills, resources, and community so they can improve the trajectory of their lives. A Child's Hope Foundation (ACHF) is a 501(c)3 public charity located in Orem, Utah, USA. Please check us out at www.achf.org and look for us on Facebook and Instagram.

To Apply:

Email your cover letter and resume to info@achf.org.