



## POSITION GUIDE

# Consultant, Fundraising – Seattle

## ABOUT CAMPBELL & COMPANY

[Campbell & Company](#) is a national consulting firm that serves nonprofit organizations and institutions in all sectors, including education, environment, healthcare, human services, arts and culture, associations and membership organizations, and civic and public affairs. The firm has offices in Chicago and Seattle with regional staff in the Midwest and along the East and West Coasts. Our team-based approach enhances our work and is built into our company’s structure as a 100 percent employee-owned firm.

This is an exciting time for our firm as we evolve to meet the nonprofit sector’s changing needs and implement a new strategic plan to guide our firm’s ongoing growth and priorities.

We work with organizations at critical points in their growth and development, when our expertise and partnership can have a powerful impact. We have four primary service lines: [fundraising](#), [communications](#), [executive search](#), and [strategic information services](#). We assemble versatile teams for every client engagement, working to address the challenges from every angle and crafting clear, integrated solutions.

As a firm, we are [fully committed to Diversity, Equity, Inclusion, and Access](#) (DEIA). Accordingly, we’ve created a framework to strengthen the diversity of our firm, address the ways in which we can be more fully inclusive of people from all backgrounds, and work to build equity in our profession and the nonprofit sector. This change framework focuses on our internal talent management, ensuring an inclusive culture, continuous learning, and transparent communication. We are not experts but are getting better every day.

We are also committed to walking with our nonprofit partners in this work. Our goal is to help all our clients be as inclusive as possible, advising on creating inclusive processes and conducting our work through an equity lens. One example of this work is our [Equity Partners Program](#) in which we engage with BIPOC-led nonprofits committed to racial equity work.

Learn more about Campbell & Company on our website: [www.campbellcompany.com](http://www.campbellcompany.com)

## KEY FACTS

- Offices in Chicago & Seattle
- “Remote First” policy enables working from across the US
- 45+ Years of Impact
- 100% Employee-Owned
- 2500+ Organizations Served

### MISSION

To advance the life-changing work of mission-driven organizations

### VALUES

Belonging | Collaboration  
Curiosity | Rigor



## THE POSITION

Campbell & Company seeks an individual for a Consultant position based in the Seattle area to support our fundraising consulting practice. The Consultant will work collaboratively as a key member of client services teams, under the guidance of a project leader. They must be dedicated to outstanding internal and external client satisfaction and demonstrate critical thinking by interpreting and addressing each client's respective needs. The Consultant will build expertise by transferring insight and knowledge from one client engagement to the next. They must also be committed to quality and attention to detail with regard to communication, development of written and printed materials, and general client support.

This person will report to a Senior Consultant and serve as a member of the Northwest region team. They will collaborate and share on teams with colleagues around the country, with an emphasis on clients in the Northwest.

## RESPONSIBILITIES

The Consultant will have the following responsibilities:

### Client Service

- Contribute to client projects and create related deliverables, with oversight from senior staff, to achieve overall project goals.
- Contribute to building strong, trusting partnerships with clients; anticipate client and team needs, and ensure client projects and services are high quality and on established timelines. This includes working with client staff and volunteers on fundraising projects and campaign activities by preparing essential materials such as campaign work plans, strategy memos, reports, timetables, meeting agendas, and donor correspondence.
- Prepare for and participate in team meetings, presentations, interviews, focus groups and workshops.
- Serve as project manager for campaign planning studies and contribute to counsel relationships, coordinating between internal teams and the client to ensure the timeliness of all deliverables.
- Provide counsel to clients in managing aspects of their development program or campaign on an interim or part-time staff basis, as appropriate. This may include staffing and/or counsel delivered virtually or on-site.
- Drive projects across internal consulting staff including fundraising, communications, and strategic information services divisions to ensure successful client engagements.
- Demonstrate strong communication and project management skills and contribute to client and internal teams.
- Provide the highest level of service both internally and externally by mastering firm methodology and managing projects collaboratively and effectively with senior consulting staff.
- Establish professional development goals that help build skill sets.

### Firm Leadership

- Participate actively and regularly in Campbell & Company internal meetings, events, workgroups, and task forces.
- Proactively serve as internal support for clients while defining their own role in a special interest area.
- Demonstrate excellence, remain committed to learning, and respond to firm requests in a timely manner.
- Seek and share new knowledge about trends in the field.



## Business Development

- Provide excellent service and stewardship that retains clients and leads to renewals.
- Contribute to high-quality proposals and help to develop and present proposals for services.
- Actively network with colleagues in the field or as a volunteer with a professional association to help identify new leads and opportunities.
- Contribute to Campbell & Company thought leadership.

## QUALIFICATIONS

We are looking for amazing people who have diverse backgrounds and experiences, are inspired by our mission, and are highly motivated to change lives through meaningful work. The successful candidate will have four to seven years prior nonprofit work experience, preferably in a direct fundraising role or consulting environment. This opportunity requires residence in the Seattle, WA area.

In addition, the successful candidate will possess most of the following:

- A passion for the nonprofit sector, familiarity with a variety of nonprofit organizations and an understanding of the philanthropic climate.
- Demonstrated project management skills, including the ability to adapt to changing priorities and deadlines from multiple colleagues and clients.
- Exceptional interpersonal and communication skills with individuals and groups of varying size; the ability to write clearly and effectively.
- Excellent quantitative, data analysis, and data management proficiency.
- Exceptional critical thinking skills, solid presence and ability to self-assess and grow as a practice leader. A commitment to quality, sensitivity, and integrity.
- Ability to earn the confidence of a wide range of internal and external constituents, including senior consulting staff, client staff, volunteers, donors, and prospects.
- High degree of initiative to collaborate with leaders across the firm, and the energy and ability to work independently.
- Comfort and facility with technology, including donor database knowledge and experience.
- Creativity, an entrepreneurial spirit, and flexibility.
- Ability and willingness to travel up to 20 percent of time serving clients throughout the Northwest and, on select occasions, other areas of the country.
- A bachelor's degree or equivalent relevant experience in a related discipline is required.

## COMPENSATION AND BENEFITS

The salary range for this position is \$86,000 to \$97,000. Campbell & Company also offers a generous and comprehensive benefits package.



## APPLICATION

To be considered, complete the application and survey linked on application landing page:

[APPLY NOW >](#)

Use the button above or visit [www.campbellcompany.com](http://www.campbellcompany.com) to learn more about this opportunity.

## EQUAL EMPLOYMENT OPPORTUNITY

*Campbell & Company provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. We are proud to partner with nonprofits to advance justice, opportunity, and equity throughout our society and we bring this same commitment to our practices and culture as a company. 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.*



Drawing on our deep expertise in environmental/conservation, human services, arts and culture, education, healthcare, and association/membership organizations, **Campbell & Company offers a high-touch, human-centered executive search experience for clients and candidates.** We recruit from our extensive national networks leveraging the relationships and reach of our entire firm, which for 47 years has partnered with organizations across the nonprofit sector to advance their missions and deepen their impact.

We are proud to be the executive search firm of choice for hundreds of nonprofit organizations. Campbell & Company has been listed four times as one of the country's **best executive search firms** by *Forbes* Magazine and named one of Women of Color in Fundraising and Philanthropy (WOC)'s **Top 10 search firms for placing extraordinary leaders of color** for three consecutive years. *Crain's* Chicago recently named us one of **Chicago's Best Places to Work**; *Seattle Business* Magazine also named us one of **Washington's Best Companies to Work For**.

As members of this employee-owned firm, everyone at Campbell & Company has a personal stake in the success of each client. Through our culture driven by **belonging, collaboration, curiosity, and rigor**, we empower every team member to innovate for the good of our clients.

Combining your mission and our passion, Campbell & Company **leverages our entire team** to be an effective and supportive partner before, during, and after complex leadership transitions. We are driven to place not just a capable candidate, but one who complements your existing culture, can **move your organization forward**, and will make a meaningful contribution to the nonprofit sector.

Visit us at [campbellcompany.com](http://campbellcompany.com) and connect with us on LinkedIn, Twitter, Facebook, and Instagram.