

The logo for Safe & Just Michigan features the text "Safe & Just" in a large, white, sans-serif font, with "Michigan" in a smaller, white, sans-serif font below it. The text is centered within a solid blue rectangular background.

Safe & Just Michigan

Fund Development Fellowship

About Safe & Just Michigan

Safe & Just Michigan (SJM) envisions a Michigan in which all are safe in their communities, and everyone is responsible for creating accountability, safety, and justice. We work to reduce the harm caused by both crime and unnecessary incarceration. **Learn more about SJM at www.safeandjustmi.org.**

Fellowship description

Safe & Just Michigan is seeking someone who is criminal justice impacted or formerly incarcerated that has interest in learning about fund development (fundraising) as a potential career. Fund development is a highly sought skill for nonprofits and offers opportunities right now throughout Michigan and beyond. No previous fundraising experience is necessary.

This fellowship will provide hands-on learning with a fund development professional with over 20 years of experience. The fellow would spend 4 months approximately 25% time (approximately 1-1.5 days a week or 8-12 hours a week) learning the basics of fundraising, including: planning solicitation, grant writing, events, and campaigns. When our office reopens, this fellowship will require at least two days at month at the Lansing office, but other meetings and learning could be arranged online.

Responsibilities

With support of and guided by the Development Director:

- Help design and implement fund development strategies.
- Write and edit content.
- Assist in 2021 and 2022 planning.
- Conduct fund development research.
- Design and implement the 2021 "Giving Tuesday" Campaign.
- Visit with prospective and current donors (with the Development Director).
- Contribute to the team at Safe & Just Michigan
- Other duties as assigned.

Qualifications

- **Experience with Technology:** Knowing how to use e-mail, basic computer programs, internet, and video conferencing is helpful.
- **Writing skills and a creative mindset:** Writing and editorial skills with interest in creating creative original content is helpful.
- **Willingness to try new things:** A demonstrated willingness and interest in trying things for the first time.
- **Passion for social justice:** Demonstrated passion for and commitment to advancing criminal justice reform in Michigan.

Compensation

SJM will compensated with stipend for the fellow of \$5,000 divided in equal payments over 4 months.

To Apply

To apply, send an email or cover letter outlining your interest, resume and two professional references to Amy Smitter at amy@safeandjustmi.org with "Fellowship" in the subject line.

This position will remain open until filled. Applications will be reviewed starting July 26, 2021.

Safe & Just Michigan considers all qualified applicants and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, prior record of arrest or conviction, citizenship status, current employment status, or military/veteran status in employment. Safe & Just Michigan values diverse experiences, including educational background and justice system involvement.