

Would you like to connect with interesting, community-minded people from all across Nebraska?

Join our team of humanities champions who strive every day to help Nebraskans explore what connects us and makes us human.

**Humanities Nebraska is seeking a full-time Development Associate.** Humanities Nebraska is a statewide nonprofit based in Lincoln that is working toward a future where all Nebraskans possess the knowledge, understanding, and empathy to cultivate a more informed, thoughtful, and just society.  We are seeking a talented and community-driven team member to join us.

The **Development Associate** provides support for Humanities Nebraska’s variety of fundraising activities, and reports to the Director of Development.

We are looking for a passionate, detail-oriented, responsible person with experience in database management, event planning, and fundraising. The Development Associate supports the mission of Humanities Nebraska through development activities such as processing donations, helping with events, interacting with donors and board members, and being involved with many fundraising initiatives.

**Skills/Qualities:**

Organized

Flexible

Detail-oriented

Good communicator

High integrity

Strong computer skills, including proficiency in Microsoft Word and Excel.

Experience with Blackbaud’s The Raiser’s Edge database is a plus.

Passion for HN’s mission (*Helping Nebraskans explore what connects us and makes us human*)

**Work Experience:**

Associate’s degree required, Bachelor’s degree preferred.

2 years fundraising experience preferred.

Experience with large events (300+ attendance) preferred.

Nonprofit experience ideal.

We realize there are great candidates who won’t meet all of the criteria, and we also know you might bring important skills that we haven’t considered. If that’s you, don’t hesitate to apply and tell us how your experience can benefit this position.

**Salary and Benefits:**

Competitive starting salary range of $30,000-$45,000, based on experience; benefits include health, retirement, vacation, dental, and vision.

**To Apply:**

Think you’re a perfect fit? We can’t wait to hear more from you! For a full description of the Development Associate position and to learn more about applying, visit: **https://humanitiesnebraska.org/careers/**

**Application deadline: October 18**

**Humanities Nebraska’s Guiding Principles:**

* We believe that culture and connection are essential rights of human expression.
* We value conversation that respects difference and finds points of common experience.
* We provide inclusive opportunities to learn from the past to enrich our future.
* We expose people to other worlds of expression and human existence.
* We celebrate shared histories and diverse cultures.
* We develop engaging experiences for all Nebraskans.
* We are flexible and responsive to the changing and pressing needs of Nebraskans.
* We foster lives of purpose and meaning.

*Humanities Nebraska is an equal opportunity employer. It is committed to providing equal employment opportunities to all applicants and employees without regard to race, color, religion, gender, marital status, national origin, ancestry, age, disability, or sexual orientation.*