Why You Want to Work at Emergency Nurses Association...
Here at ENA, our mission is to advocate for patient safety and excellence in emergency nursing practice. As the leading global emergency nursing resource, we have an engaged, motivated staff that drives our mission every day – and we are looking for the next great team member.

Are you looking for an exciting opportunity to be part of a progressive organization? Do you enjoy developing and executing fundraising strategies? ENA is looking for a Foundation Specialist who will be responsible for contributing to the success of the ENA Foundation through day-to-day development and execution of fundraising strategies. This position will be responsible for the creation of programs and initiatives that support the mission of the Foundation and result in increased giving and donor retention.

A typical day in the life of Foundation Specialist:
- Initiates the development of data-driven strategies for solicitation and retention of current ENA Foundation donors, acquisition of new Foundation donors, and annually increasing Foundation revenue and donor participation.
- Manages and implements annual giving campaigns; including mail, email and social media campaigns for the purpose of increasing donor participation and revenue, while strengthening donor relationships.
- Oversees the progress of established goals, benchmarks, and year-to-year variances of engagement and solicitation campaigns.
- Tracks donor contributions and giving levels in ENA’s account management system, including timely and accurate processing of gifts.
- Manages all Foundation stewardship activities which includes donor recognition, corporate giving programs and individual donor societies.
- Administers the academic scholarship and research grant life cycle in an accurate and timely manner.
- Contributes to ENA’s workplace culture that is consistent with the association’s culture statement.
- Displays a high level of accountability, taking responsibility for individual actions and the impact on the organization. Views oneself as a reflection of the organization by following through on commitments and accepting ownership.
- Performs other incidental and related duties as required or assigned.

Education and Experience:
- Bachelor’s degree or equivalent combination of education and experience.
- Minimum of 3-5 years of experience working in a foundation, or in fundraising, annual giving or development.
- Previous experience with NetForum or CRM.
- Previous experience with managing grant and scholarship programs.

It’s a Plus If:
- Association Experience
- Annual Fundraising Plan Development Experience
We’ll Support You at Work and Home
ENA provides a wide array of competitive benefits to employees. We offer several choices including many employer-paid and voluntary benefits designed to give you the flexibility to meet your individual or family’s financial and healthcare needs.

Additionally, we have work-life programs to help support our diverse employee population. These programs provide staff with a flexible work environment while meeting the needs of ENA. Programs include our employee assistance program, work at home arrangements, flexible schedules, and other opportunities to participate in a variety of healthy lifestyle activities.

Benefits
• Medical, dental, and vision insurance, company matching 401(k)
• Robust time-off package, including 8 paid holidays
• Career Development Opportunities
• Tuition Reimbursement
• Parental Leave

What Makes a Good Match for Emergency Nurses Association
Compassion and excellence go together with ENA. Having a positive outlook and a strong sense of integrity is in perfect step with our mission, vision, and core values, by creating a culture and climate of mutual respect, inclusivity, and equity. We are also collaborative and encourage learning through inquiry. If this sounds like a fit for you, APPLY NOW at Jobs@ena.org #WorkAtENA

We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.