

Job Title: Program Manager - West

Position Summary: As the Program Manager (PM) for the West region, you will play a crucial role in growing the Team Endowment Program by encouraging fundraising activities, acquiring new Team Endowment accounts, and providing exceptional support to current account holders. You will also support fellow PMs and engage with local, regional, and national youth shooting events to build relationships and advance the Foundation's strategic goals.

This is a remote position. The candidate must reside in one of these states: Idaho, Nevada, Utah, Colorado, Arizona, or New Mexico.

Reports to: Deputy Director

Essential Job Functions:

1. Drive the growth of individual team accounts and the overall Team Endowment Program by engaging with youth shooting organizations and attending their events.
2. Foster collaboration among Foundation partners, staff, and youth shooting teams.
3. Lead and manage volunteer Ambassadors and the Ambassador program in your region.
4. Enhance team engagement through fundraising and increase grant eligibility and applications.
5. Act as the primary point of contact between the Foundation and team leadership in your region, resolving any issues that arise.
6. Conduct meetings with youth shooting team leaders and organizations to promote the Foundation's mission and benefits of endowment accounts.
7. Identify and facilitate interactions with potential donors and sponsors.
8. Travel up to 50% of the time within your region, and occasionally outside your region, including weekends.
9. Provide support to fellow PMs and assist in engagement activities as needed.
10. Contribute to sponsorship pursuits, special events, and team maintenance processes.
11. Assist with grant audits and participate in review committees for coach training and range development grants.
12. Perform physical tasks as required, including lifting and carrying objects.
13. Work outside of standard hours, including weekends, as needed.
14. Support the Foundation's special endowments and events and participate in strategic planning.

Qualifications:

1. Proven experience with computer devices and software (PCs, tablets, smartphones) and social media.
2. Knowledge of fundraising practices from operational to management levels.
3. Experience with youth shooting sports, including participation, coaching, or operations.
4. Experience preparing and delivering public presentations.
5. Excellent interpersonal and communication skills.
6. Strong marketing and public relations abilities.
7. Deep commitment to transparency, the Foundation's values, and a passion for growing and sustaining youth shooting sports.

Additional Information: The MidwayUSA Foundation serves over 2,800 youth shooting sports teams and strives to provide sustainable funding for them and their supporting organizations nationwide in a fast-paced work environment.

Disclosure: The MidwayUSA Foundation provides equal employment opportunities to all employees and applicants. It 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. An offer of employment at the MidwayUSA Foundation is contingent upon the successful completion of a thorough background check, I-9 verification, and drug screen.

Benefits: Provided from the first day of employment:

- Health insurance and savings accounts.
- Vision, dental insurance, life insurance, paid time off, parental leave, and retirement plan.

Schedule:

Monday to Friday

Weekend availability

Application Question(s):

Do you reside in one of the outlined states in the position summary?

Experience:

Shooting Sports Industry: 5 years (Required)

Willingness to Travel:

50% (Required)

Work Location: Remote