

Title: Manager, Peer-to-Peer Fundraising (Endurance Events)

Reports to: Senior Director, Peer-to-Peer Fundraising

Department: Events

Location: Norwalk, CT / Remote

MMRF OVERVIEW:

A pioneer in precision medicine, the Multiple Myeloma Research Foundation (MMRF) seeks to find a cure for all multiple myeloma patients by relentlessly pursuing innovations that accelerate the development of precision treatments for cancer. Founded in 1998 by Kathy Giusti, a multiple myeloma patient, and her twin sister Karen Andrews as a 501(c)(3) nonprofit organization, the MMRF has created the business model around cancer—from data to analytics to the clinic. The MMRF identifies barriers and then finds the solutions to overcome them, bringing in the best partners and aligning incentives in the industry to drive better outcomes for patients. Since its inception, the organization has collected thousands of samples and tissues, opened nearly 100 trials, helped bring 15 FDA-approved therapies to market, and built CoMMpass, the single largest genomic dataset for any cancer. Today, the MMRF is building on its legacy in genomics and is expanding into immune oncology, as the combination of these two fields will be critical to making precision medicine possible for all patients. The MMRF has raised nearly \$500 million and directs nearly 90% of the total funds to research and related programs. To learn more, visit www.themmr.org

The mission of the MMRF has always been to provide a cure for each and every patient. We know that multiple myeloma is different in every patient. Our goal is to generate and collect as much patient data as possible and make it available to researchers worldwide, to speed new discoveries and propel new clinical options for myeloma patients into the clinic as quickly as possible.

MMRF Core Values:

At the MMRF our core values define both who we are and how we work together as an organization. We believe in investing in our team and building a culture that will help us pursue our highest level mission to accelerate a cure for each and every multiple myeloma patient. Our five core values are expressed below:

1. **Prioritize Patients** - Patients are at the center of everything we do. Every decision we make is grounded in the needs and best interests of the patients we serve.
2. **Drive Innovation** - We are committed to pursuing big, bold ideas. Taking risks, trying new approaches, and challenging the status quo are necessary to speed new discoveries.
3. **Deliver Solutions** - Taking on complicated challenges is what sets us apart. To deliver results, we must be decisive, take action, and act with urgency on behalf of the myeloma community.
4. **Do It Together** - We know that together, we are stronger. We work cross-functionally with the entire community to achieve our mission and are invested in the success of others.
5. **Build Trust** - We build trust-based relationships. We advocate for each and every myeloma patient by committing to diversity, equity, and inclusion and treating others with respect.

Position Overview: The Manager, Peer-to-Peer Fundraising (Endurance Events) is responsible for providing constituent relationship management and fundraising support on behalf of the Endurance Events program to team members in order to maximize revenues and cultivate relationships with patients and donors. Serves as outreach point person to key constituents and cultivates important relationships within the Endurance Events programs. The Manager will organize and schedule all aspects of endurance events which include Moving Mountains and Bike Programs. This position is responsible for participant recruitment, corporate sponsorship, team income goals and event logistics.

Essential Functions:

- Develop the plan of operations for Moving Mountains and Bike programs which includes specific fundraising goals, budget, timeline, logistics, recruitment, team vetting, marketing and sponsorship plan for each event.
- Own relationship with key participants to maximize revenues, develop long term, positive relationships, and coordinate registration and event logistics with regard to the MMRF Team.
- Identify, recruit and manage individuals/team members to maximize financial and fundraising goals.
- Collaborate and coordinate promotional activities to ensure the success of events and to enhance public awareness of the Foundation and its mission.
- Direct the cultivation and meaningful involvement of participants at all levels in revenue producing activities
- Professionally and effectively represent the Multiple Myeloma Research Foundation and its mission to the public, team members, and other entities.
- Communicate all aspects of pre-event operations such as outreach, recruitment, team newsletters and coordination of participants.
- Collaborate with Events teams across programs to work together toward common goals, including improving systems, cross cultivation with Walk/Run, Marathon and MMRF Your Way and learning about MMRC activities.
- Oversee relevant administrative duties regarding matching gifts, updating fundraiser donation pages, collecting information from team members, sending training materials, gear selection and incentive items.
- Research and develop new, exclusive, and epic events to grow the Endurance Program.
- Work with legal department to successfully execute various types of negotiations and contracts.
- Professionally and effectively represent the Multiple Myeloma Research Foundation and its mission to the public, team members, and other entities.
- Serve as event lead and guide on assigned events, including physical undertakings such as hikes and cycling events.
- Oversee Endurance Events fundraising platform, including its technical processes and functions. Work directly with key internal departments to ensure effective use of platform.
- Responsible for creation of technical materials, including informational materials and guides for both participants and internal staff surrounding platform processes, as well as creation of new fundraising campaigns on fundraising platform.
- Manage sponsor/partner relationships including Pharma and Corporate
- Other duties as assigned by Manager

Qualifications:

- 3-5 years of relevant professional fundraising, sales and relationship/partnership building experience required
- Bachelors degree in development, fundraising, or related field preferred
- History of successful sales or P2P fundraising programs and associated revenue growth required
- Fluency in Spanish a plus
- Effectively multi-task, establish priorities, and work in a fast-paced environment. Highly efficient in time management and can meet deadlines under pressure
- Detail-oriented and strong organizational skills. Demonstrated competency when handling diversified assignments
- Ability to work and make judgments independently and take initiative. Well-disciplined and a self-starter that is extremely resourceful
- Ability to easily learn new technology systems



**Manager, Peer-to-Peer Fundraising
(Endurance Events)
Job Description**

- Team player that has the ability to interface with all levels of staff and volunteers. Must develop, maintain, and utilize relationships. Capability to leverage relationships and negotiate agreements. Superior ability to influence and deliver results through a consultative role
- Proficient in Microsoft Office and CRM systems (experience with Salesforce and Classy system preferred)
- Excellent written, oral, and communication skills. Ability for presentation delivery, conveying ideas, and instructing effectively
- Superior active listening, observation, analytical, and problem recognition and solving skills
- Classy and Salesforce knowledge strongly preferred.
- Experience and ability to present and comfortably speak in public is a must.
- Strong project management skills, including ability to manage and prioritize projects with multiple and often competing deadlines.
- Knowledge of Charity Livestreaming (Tiltify and Twitch a plus)
- Ability to travel (30% of time)

EEO Statement

The Multiple Myeloma Research Foundation (MMRF) is an equal opportunity employer and does not discriminate against any candidate based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, military and veteran status, sexual orientation, or any other factor protected by federal, state, or local law.