



**Manager, Team for Cures - Walk/Run  
(Chicago)**

**Title: Manager, Team for Cures - Walk/Run (Chicago)**

**Reports to:** Director, Team for Cures

**Department:** P2P

**Location:** Chicago, IL

#### **MMRF OVERVIEW:**

The Multiple Myeloma Research Foundation (MMRF) is the largest nonprofit in the world solely focused on accelerating a cure for each and every multiple myeloma patient. We drive the development and delivery of next-generation therapies, leverage data to identify optimal and more personalized treatment approaches and empower myeloma patients and the broader community with information and resources to extend their lives. Central to our mission is our commitment to advancing health equity so that all myeloma patients can benefit from the scientific and clinical advances we pursue. Since our inception, the MMRF has committed over \$500 million for research, opened nearly 100 clinical trials, and helped bring 15+ FDA-approved therapies to market, which have tripled the life expectancy of myeloma patients. To learn more, visit [www.themmr.org](http://www.themmr.org).

#### **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, Team for Cures (Walk/Run)** is a key role on the peer-to-peer fundraising team. The Manager is responsible for providing leadership and deploying peer-to-peer fundraising best practices to drive the successful implementation of the MMRF's Walk/Run program in their assigned region(s), while ensuring financial goals are met. The Manager, Team for Cures (Walk/Run) reports to the Director, Team for Cures. You will supervise staff while overseeing your own walk/run event. This position is remote-based and the candidate must reside in the Greater Chicago area. This is a revenue-generating role on a team that values relationship-building, strong communication skills, innovation, project management skills, and accountability.

The ideal candidate is a seasoned peer-to-peer fundraising professional with at least two seasons overseeing a regional walk/run program or similar. The candidate is data-driven and demonstrates strong business acumen, professionalism, and possess leadership and coaching qualities. In this role, the Manager will be part of a team responsible for reaching and exceeding fundraising goals to support the MMRF's mission—while being a strategic partner in developing revenue expansion plans. The candidate



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will help to develop, execute, and optimize the peer-to-peer fundraising program, with a focus on walk/run events and volunteer-participant engagement. The candidate will also drive the development of a local volunteer committee, securing local corporate partnerships, and help support the development of wrap-around/third party fundraising events to benefit team fundraising.

Key responsibilities for this role include prospecting and acquiring volunteer fundraisers/participants, providing tailored support and fundraising coaching to staff, participants, and volunteers. Additionally, this role is tasked with promoting ongoing customer-service centered outreach and support to ensure participants are engaged in fundraising, volunteerism, and community-building. This role is critical to the participant/team captain recruitment strategy and will offer ideas to support revenue expansion.

We are seeking a candidate that is a strong project manager, possesses excellent communication skills, is personable, a solid cross-team collaborator, and appreciates (and is knowledgeable about) successful peer-to-peer fundraising best practices—ready to implement these best practices to grow a walk/run program through the acquisition, activation, cultivation, and stewardship of participants.

### **Essential Functions:**

#### **Leadership**

- Inform, monitor, and achieve event revenue and participation goals
- Recruit, train, coach, and manage staff to achieve revenue and team goals
- Provide guidance and support to team members for fundraising efforts in alignment with program strategies
- Teach and empower direct report(s) on how to effectively boost revenue in their assigned markets, providing tactical influence and support.
- Utilize data to drive positive outcomes and affect growth

#### **Event Management and Development**

- Assist in the development of recruitment strategies for participants and team captains, driving implementation
- Establish, build, and empower local volunteer committees
- Secure corporate partnerships
- Create event plans including budgets, timelines, and logistics

#### **Fundraising and Revenue Growth**

- Educate walk/run participants on peer-to-peer fundraising techniques
- Explore new opportunities for program expansion for walk/run, wraparound, and third party events in assigned region(s).
- Develop business plans to maximize revenue and control expenses
- Generate excitement and enthusiasm in the community for fundraising events
- Manage key event relationships to optimize revenue
- Collaborate alongside colleagues to maximize revenue and control expenses
- Identify and engage community and corporate leaders to drive local engagement and fundraising

#### **Marketing and Communications**

- Liaise with partner agencies to ensure the successful launch of our experiential fundraising events, from website launch to event day.
- Assist in the development of fundraising communications.

#### **Relationship Management**



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- Cultivate relationships with participants, sponsors, and volunteers
- Manage vendor relationships
- Maintain constituent information in Salesforce
- Represent the organization at public events and media opportunities

**Strategic Planning**

- Create innovative recruitment strategies
- Develop data-driven action plans
- Collaborate with Marketing for targeted recruitment
- Execute operational plans for participant acquisition and retention

**Qualifications:**

**Required:**

- 2.5+ years leadership experience in a peer-to-peer fundraising program
- 3+ years direct walk or run program fundraising experience
- Strategic planning and revenue growth expertise
- Proven track record of exceeding goals
- Strong communication and team leadership skills
- Excellent writing skills
- Event coordination and large-scale fundraising success
- Budget management and contract knowledge
- Excellent customer service and CRM proficiency
- Project management and multitasking abilities
- Willingness to travel, including select weekends
- Goal-oriented with ability to motivate and empower others
- Proven ability to motivate others to reach common goals
- Local experiential fundraising marketing experience
- Volunteer management experience
- Corporate sponsorship prospecting, recruitment, and cultivation experience
- Working knowledge of Fundraising platforms (Classy, Donor Drive, etc.), Salesforce, and Concur

**Preferred:**

- Bachelor's degree
- Public speaking experience
- Technical proficiency
- Canva experience

**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.

*The MMRF does not sponsor/facilitate any type of work authorization for this role. All applicants must currently have original valid unrestricted authorization to accept new employment in any role in the U.S. with any employer. There is also no future employer-provided sponsorship for this role to obtain or extend authorization to work in the U.S.*