



Development Associate Description

July 2026

About Ohio Equal Rights

Ohio Equal Rights is a nonpartisan, grassroots 501(c) (4) organization led by Ohio citizens. Our mission is to advance the well-being of Ohioans and strengthen the quality of life in the State of Ohio by promoting civil rights equity through a citizen-led ballot initiative.

Volunteer Disclosure

Ohio Equal Rights is a completely volunteer-led organization where all members (from leadership to signature collectors) are unpaid. Unless otherwise stated, all advertised positions will be volunteer-based, with time commitments to be discussed between leadership and the individual.

Position Summary

Ohio Equal Rights is seeking a Volunteer Development Associate to work directly with the organization's Co-Chairs to support fundraising efforts to advance the Ohio Equal Rights and Right to Marry constitutional amendments.

This is an excellent opportunity for someone interested in nonprofit development, political fundraising, community organizing, or advocacy. Whether you already have fundraising experience or are looking to build a new skill set, you'll receive mentorship and work closely alongside experienced organizational leaders.

The Development Associate will assist with donor outreach, fundraising campaigns, event support, donor stewardship, research, and other development activities under the close supervision of the OER Co-Chairs.

Responsibilities may include:

- Assisting with planning and implementing fundraising campaigns
- Researching prospective individual, foundation, and organizational donors
- Helping maintain donor records and fundraising tracking systems
- Drafting fundraising emails, letters, and donor communications
- Assisting with donor stewardship and follow-up
- Supporting fundraising events (virtual and in-person)
- Helping prepare fundraising materials and presentations
- Participating in planning meetings with OER leadership
- Completing additional fundraising and development projects as assigned

Role Requirements

Applicants should possess:

- Proficiency with Google Workspace, including:
 - Google Docs
 - Google Sheets
 - Gmail
 - Google Forms
 - Google Drive
- Strong alignment with the mission and values of Ohio Equal Rights
- Above-average written and verbal communication skills
- Strong organizational skills and attention to detail
- A willingness to learn, accept feedback, and follow directions
- Ability to maintain confidentiality when working with donor information

The following are helpful but **not required**:

- Previous fundraising experience
- Experience with nonprofit organizations, advocacy campaigns, or political organizing
- Experience writing donor communications or grant materials
- Familiarity with donor databases or CRM systems

Because this role includes close mentorship from OER leadership, previous fundraising experience is **not required**.

If Interested:

Please send a short intro and your resume to Lis Regula (contact@ohioequalrights.com).