

**FRIENDS OF KUED
DEVELOPMENT COMMITTEE**

Job Description:	Broadcasters Club Chair
Term:	One year with optional renewable term
Major Responsibilities:	<p>Serve as a leading advocate of the Broadcasters Club to build financial stability for KUED.</p> <p>Consult with KUED General Manager, Director of Development and Major Gift Manager to ensure KUED meets targeted financial goals for Broadcasters Club.</p> <p>Assist the development staff through personal influence with individuals who have the capacity to donate \$1,000+</p> <p>Prepare for and participate in board and committee meetings. (Six per year)</p> <p>Make an annual personal or corporate contribution to KUED.</p> <p>Assist staff in identification and evaluation of potential donors.</p> <p>Assist in the solicitation of donors in one of the following ways:</p> <ol style="list-style-type: none">1. Solicit 3 or more prospects in conjunction with staff personnel.2. Host an event where key potential donors may be cultivated. <p>Write follow-up and/or thank you letters. (12 per year)</p>