



Charitable Advisors

Not-for-profit News

INDIANAPOLIS

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March 8, 2016

HR and executive directors, watch for CA's salary survey link this afternoon. If you don't receive contact Julie@charitableadvisors.com.



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FEATURES

Boarding call for next-gen leaders

By Anna Pikovsky Auerbach, Moonridge Group COO, Stanford Social Innovation Review

The millennial generation cares about the state of the world and wants to get involved—so why do so few boards have young members?



A quick search of "millennials on nonprofit boards" yields more than

67,000 search results on Google. Most of the articles that turn up emphasize the value of millennial leadership, and include calls to engage and involve them in the social sector. But reality lags far behind interest and intentions.

One large, national survey in 2012 showed that only 2 percent of board members were under 30, while 43 percent were between 50 and 64. Meanwhile, 70 percent of millennials spent at least an hour volunteering last year, and 84 percent made a charitable donation. More than other living generations, the millennial generation is focused on making a difference, being hands-on, and pursuing what it loves. Data like this makes it clear that millennials care about the state of the world and want to get involved -- so why do so few boards have young members? [Read more.](#)



A trending fundraising tool: a junior board

By CJ Orr, associate director, Orr Associates

Six years ago, the phrase "junior board" was understood by only a few. Now, I hear it all the time. I work at a nonprofit consulting firm, Orr Associates, Inc (OAI). OAI works exclusively with nonprofits to help them with their fundraising and development needs. Our nonprofit partners consistently tell us they struggle to engage with millennials. Many of them have been building junior boards to serve as a solution.

Over the past year, I took the time to study the complexities and fundraising interests of the millennial generation. In my research, I identified over 400 nonprofits that have a junior board and spoke with over 70 of them about their junior board. I also serve as a board member on four different junior boards. [Read more.](#)

Top nine tips for managing junior boards

By Cynthia Remec, executive director and founder, BoardAssist

Every day BoardAssist is approached by enthusiastic millennials who are eager to be agents of change on a nonprofit board. Unfortunately many of these terrific candidates are either too young to be considered for a full board seat by our clients, or unable to meet the financial commitment required by our nonprofit clients.

Until recently we had not been able to accommodate these terrific people and their generous desire to give back. Now we can, with our new Pilot Junior Board Matching Program!

[Read more.](#)

Sponsor's insight



IUPUI Nonprofit Expo: Bringing students and employers together

By IUPUI School of Public and Environmental Affairs staff

Now in its sixth year, the IUPUI Nonprofit Expo brings together nonprofit, government and community partners that offer internship, volunteer and job opportunities for IUPUI students and alumni.

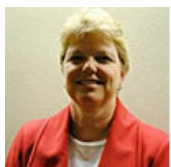
This year's event will take place March 22 from noon to 4 p.m. at the IUPUI Campus Center.

"The Nonprofit Expo at IUPUI is a great way to connect with emerging nonprofit practitioners," said Alyssa Starr Newerth, the deputy director of Indy Reads. "The students are always very interested in our work and we have made many connections over the years at the expo. We have hired interns and met future and current community partners at this event." [Read more.](#)



LOCAL NEWS

People on the move



College Mentors for Kids has named **Shelley Hunter** as executive vice president, focusing on development and community engagement. She is the former vice

president for Student Services at Harrison College.



The Indianapolis Cultural Trail, Inc. also named **Rebecca Knoop** assistant director of finance. She is the former chief financial officer of SourceMedia a New York

City-based business-to-business media company.



Indianapolis Cultural Trail, Inc. named **Sarah Frey** development and marketing manager. She is the former development officer at Franciscan Alliance

Foundation Central Indiana. She will manage the nonprofit's annual fundraising efforts.



Indiana State University has hired **Sherard Clinkscales** as director of athletics. The Indianapolis native most recently served as senior associate athletics director for

student services and sport administration at North Carolina State University.

Announcements

Verify your email address. To ensure that your organization receives the **Charitable Advisors 2016 Nonprofit Salary Survey**, HR directors or executive directors received a click through URL link from ERASurveys@HRxperts.org. If you do not receive this test, please contact Julie Struble at Julie@CharitableAdvisors.com.

Early Learning Indiana has received a two-year, \$200,000 grant from the Nina Mason Pulliam Charitable Trust to establish two Early Childhood Centers of Excellence in Indianapolis. The first, Lilly Family Center, will be a unique collaboration between Early Learning Indiana's Day Early Learning Centers and its outreach and partnership efforts, including Child Care Answers. The second will be added in a year, and both will drive quality improvement across the early childhood system, both locally and regionally.

Jewish Family Services Indianapolis has received a grant from the Jewish Federations of North America Center for Advancing Holocaust Survivor Care. When combined with matching funds, this award will enable new programming for survivors. It is the first time in history that the U.S. government is providing money for social services specifically for aging Holocaust survivors. [Read more.](#)

WFMS Riley Radiothon (95.5), held last month, raised \$84,103. In addition, two other Cumulus Media stations in Indianapolis, **WJJK FM (104.5)** and **93.9 The Beat** participated, bringing the stations' 12-year cumulative total to over \$2 million. [Read more.](#)

The **Women's Philanthropy Institute** at the Indiana University Lilly Family School of Philanthropy (WPI) is offering a \$5,000 one-year fellowship to support research and dissertation writing that contributes to understanding of women's philanthropy or gender differences in philanthropic behavior. The deadline to apply for the WPI Doctoral Dissertation Fellowship is April 30.

Dispose unwanted medications. Do you have prescription or over-the-counter medications that are expired or that you just don't need anymore? Pharmacies at Eskenazi Health sites can now accept unwanted prescription drugs through a partnership with the Yellow Jug Old Drugs Program and the Indiana Prescription Drug Abuse Task Force. [Locations can be found here.](#)

Drug Free Marion County's annual meeting on March 23 from 4:00 to 6:00 p.m. at the Marion County Public Health Department (4012 building, 4012 N. Rural). IMPD Chief Troy Riggs will give the keynote address. No RSVP necessary. For questions, call 317-254-2815.

Dr. Sigurd Zielke, a clinical specialist for Fairbanks and Hope Academy, along with a host of other recovery school professionals, have been named recipients of a new series of national awards presented recently by the Association of Recovery Schools (ARS). The awards recognize recovery experts for their pioneering spirit, innovation and dedication in cultivating and advancing the dynamic field of prevention, intervention and addiction recovery research.

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Professional development

Joy's House, an Indianapolis nonprofit adult day service, will host a community open house on March 14 from 6:30 to 8:30 p.m. at its new location (1615 E. Castle Ave.). Learn about Joy's House activities and services for the elderly, the disabled and their families and caregivers. It's free opportunity for the public to tour the house. For more information, contact Joanna Lowe at Joanna@joyshouse.org.

IUPUI Talent Network Forum on March 15 from 3:30 to 5:30 p.m. at IUPUI Campus Center, (Room 450, 420 University Blvd.). Parking available in the Vermont Street parking garage, which is connected to the Campus Center. Join your colleagues for this unique opportunity to learn from other business leaders and unlock new ideas for growing talent within your organization. Cost: \$25.

For more information and to register: [click here.](#)

Manager or leader: Choice for tomorrow's success on March 15 from 6:00 -7:15 p.m. at East 38th Street Library (5420 E. 38th St.). The workshop, the second of a 10-session series, focuses on how to identify a participant's leadership style while leveraging his or her knowledge and experiences to ensure positive organizational outcomes. Limited seating is available. Register by calling 317-275-4350.

HR Peer group. Are you, or others you know, struggling with stress or burnout? On March 17 from 8:30 - 10:00 a.m. at Keep Indianapolis Beautiful (1029 E. Fletcher Ave. Ste 100.) Join Dr. Pamela Carrington Rotto to identify sources and impacts of stress and acquire a brief assessment measure to use within your organization. Consider strategies to keep your team operating effectively within a healthy organizational culture, and walk away with resources and tools to help reduce turnover and work stress related absenteeism. To register: [click here.](#)

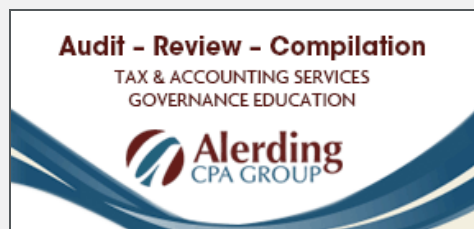
2016 Indiana Summit on Out-of-School Learning! on April 11-12 at the Indiana Convention Center, (100 S. Capitol Ave.). Cost: \$80.00. For more information and to register: [click here.](#)

Nonprofit CFO group: **Everything you need to know about the proposed overtime law changes** on April 21 from 8:30 - 10:00 a.m. At Indiana CPA Society (8250 Woodfield Crossing Blvd, Suite #100.) An HR consultant gives an update on and the potential impact the law may have on your organization. To register: [click here.](#)

The story of your business and the business of your story on Apr 22 at 8:30 a.m.- noon at Barnes & Thornburg LLP (11 S. Meridian St., 5th Floor.) This two-part series includes discovery of a collection of stories about your business, the target audience and purpose of each. Craft and examine the elements of a compelling story as well as learn skills to "tell" your story for maximum impact. Cost: \$100. To register, [click here.](#)

You can gain the skills and confidence to act in an emergency. Every year millions of people learn how to help their families, co-workers and neighbors with courses in **First Aid, CPR, and AED for Adult, Child, and Infant.** Camptown offers discounted First Aid & CPR training for schools, churches, camps and other nonprofit organizations. For more information, please contact, info@camptown.net.

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Volunteer opportunities

Please send your needs and donations of supplies, equipment, and furniture plus volunteer opportunities and requests to IndyNews@NotforProfitNews.com.

Wheeler Missions Easter dinner. Consider volunteering on March 27 to provide an Easter meal to those at Wheeler Mission. Please apply at volunteer@wmm.org or call 317-635-3575 to help serve the Sunday meal. To register: [click here.](#)

American Diabetes Association needs volunteers for its gala recruitment event. Join us and learn more about serving on the **2016 Josiah Kirby Lilly Sr. Distinguished Service Award Gala** planning committee. Committee members work to procure auction items, ticket and table sales and day of event set-up. Suggested commitment hours: 20. For more information, contact Judi Williams at juwilliams@diabetes.org or 317-352-9226.

Volunteers judges needed for **National History Day for Central Region Contest at IUPUI** on March 12. The contest is managed by the Indiana Historical Society. Judges interview students and evaluate projects based on the theme: Exploration, Encounter, Exchange in History. General volunteers also needed for contest support. For more information and to register: [click here.](#)

Swap

To submit an item, [click here](#).

NEED: Friends of Indpls. Dogs Outside (F.I.D.O., Inc.) needs a 3,500+ sq. ft. warehouse with small, climate-controlled office to rent or rent-to-own, which will operate Marion County's pet food pantry. Minimum requirements: garage door, 2-service doors, electricity and overhead lights. Needs to be located in Center Township. Contact Marie Koenig: 317-509-0525

DONATE: **Ovar'coming Together** has some ink cartridges to give away. Items available: HP940XL black (1), HP940 black (1), HP940 magenta (4), HP940 cyan (2), and HP940 yellow (2). Please pick up one or more of the cartridges at 2625 N. Meridian St., Ste 108. For more information, contact Kelly Reynen at kreynen@ovarian-cancer.org.

 <p>charitable allies your nonprofit advocate</p> <p>The nonprofit lawyers</p> <p>charitableallies.org 317.429.1649</p>	<p>CUSTOMIZED TRAINING FOR STAFF, BOARD, VOLUNTEERS</p> <p>SPEA at IUPUI executive education program execedspea.iu.edu 317-274-3418</p> <p> SCHOOL OF PUBLIC AND ENVIRONMENTAL AFFAIRS INDIANA UNIVERSITY Indianapolis</p>
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TRENDS / RESOURCES

National news



[This is how to run a nonprofit crowd-funding campaign.](#) There's nothing I love more than seeing a great nonprofit fundraising campaign in action. Today, I thought I would share a recent favorite with you - the Write On crowd-funding campaign.



[Five easy ways for CEOs to monitor internal controls.](#) One of the top priorities for a nonprofit organization's (NFP's) chief executive officer (CEO) is the proper stewardship of the NFP's assets.



[We are all fundraisers.](#) And fundraisers are storytellers because they are the voice for the voiceless.



[Three questions to assess your need for business planning.](#) Business planning can help nonprofits make their strategy real. Consider these three questions to assess whether the timing may be right for your organization to use business planning to get where it needs to go.

Sponsors' insights

JGA. [Building trust with donors](#). Steps every nonprofit should take to cultivate trust with donors. Watch the video and download a tips sheet.



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MARKETPLACE

Services

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Legal/Administrative

Charitable Allies: nonprofit that provides affordable, experienced nonprofit legal services.

Human resources

Synergy: professional employer organization (PEO), Synergy assumes the risk and liability of employing employees, and administers payroll, benefits and human resources.

FirstPerson: professional advisory firm that creates meaningful work experiences through benefits, HR and wellness solutions.

Technology, software, services

FTM LLC: software advisor to improve organization's financial operations with system implementation, training and support.

Netlink, Inc.: An information technology service provider delivering best practice information, technology guidance, implementation and support in order to contribute to nonprofits' mission and success.

Finance/accounting/bookkeeping

Alerding CPA Group: accounting firm with nonprofit experience provides audits, accounting, tax services, planning and board governance.

BKD: CPAs and advisors offering services in assurance, tax, risk management, technology and forensic to closely-held businesses, nonprofit organizations and individuals.

FTM LLC: works solely with nonprofits on bookkeeping, audit preparation, outsourced controller and CFO services.

VonLehman CPA & Advisory Firm: goes beyond accounting, tax and auditing services and provides business advice and turnaround services for nonprofits in an ever-changing business landscape.

Marketing/digital fundraising

Balance Marketing: specializes in maximizing nonprofit's ability to connect, engage and inspire investment in its cause through digital and interaction communication practices.

Banking/asset management

The National Bank of Indianapolis: the bank of choice for nonprofit organizations.

Transition/retirement

Alerding CPA Group: provides board governance, training, consulting and succession planning.

Charitable Advisors: BoardSource-certified governance trainer, support for board-led ED/CEO search process.

Education/training

School of Public and Environmental

Affairs at IUPUI: At SPEA, people learn how to work in government, nonprofit and business roles to make positive changes in their communities, their states, their countries and the world.

Indiana University Lilly Family School of

Philanthropy: Our programs are the first in the nation to focus on philanthropy's history, culture and values. Through traditional or online master's degree programs, gain the knowledge and skills necessary to pursue further graduate study or to enter the field as a nonprofit professional.

The Indiana Association for Community

Economic Development (IACED): supports a network of organizations to build vital communities and resilient families through community building, training, technical assistance and advocacy.

Fund development

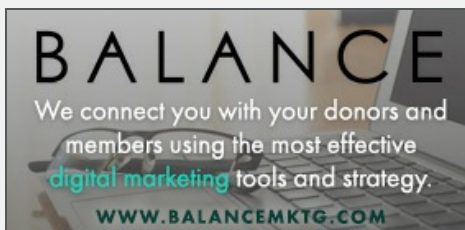
The Indiana Philanthropy Alliance: brings back its Directory of Indiana Grantmakers. The searchable, online database, includes profiles for over 1,000 funders of Indiana nonprofits. Pre-order now for early-bird pricing; available at the end of the first quarter.

Johnson, Grossnickle and Associates:

Authentic strategic and philanthropic consulting firm that offers client-focused, highly-customized solutions. The firm specializes in assisting nonprofit groups with strategic planning, capital campaigns, development audits, feasibility studies and general fundraising counsel.

Leadership Development

Radiancy Coaching Partners: Leadership coaching and personal development for nonprofit staff, volunteers and board members to help get the right projects done with heart.



Real estate

[PLACE A REAL ESTATE AD](#)

Get that extra office space leased or that extra building sold by using the new NFP News real estate section to let people know you have extra space, an extra building or even residential property for sale. Photos and a web link may be included to give readers more information. To learn more, contact Julie at Julie@CharitableAdvisors.com



Affordable Near-Southside office space

DOWNTOWN 300 to 10,000 sq. ft. Great location at I-65 and South Keystone Avenue (3530). Five minutes from downtown with easy access to all Indianapolis. Free parking. Many restaurants nearby. Other nonprofits on site. Low rates: \$10 to \$12 per square foot depending on space size. Call Ron at: 317-702-6079.



Affordable-near Eastside office space

Located in the Genesis Plaza, this 1,937 square feet of affordable business/office space is available. Conveniently located near I-70 at 2855 N. Keystone Ave. The single story facility has a security system and free parking. Other nonprofits on located on site. Five minutes from downtown. For more information or to arrange a visit, contact Dan Wegg at (317)

957-2042 or by email at dwegg@IUHealth.org.



The Sol Center is the perfect place for your next gathering

Host your next business meeting, board meeting, social gathering or board retreat at the Sol Center, home to Meal on Wheels. Located downtown, its 2,500-square-foot ballroom is handicap accessible and seats 150 people. The space offers such amenities as a state-of-the-art A/V system, dual 10 ft. x 7 ft.

ceiling-mounted screens, small stage and podium, a caterer's staging kitchen, coatroom and free-lighted parking. Rental income is used to subsidize meals for our low-income clients. For information, contact Vicki Burdick at 317-252-5558.



Vibrant nonprofit setting

Opportunities to collaborate in this high-energy, nonprofit office building with groups representing education, environmental, faith and social services. Conveniently located near Butler University, Christian Theological Seminary and the Indianapolis Museum of Art (42nd and Michigan Rd.). Amenities include special introductory rates, full service leases, nicely-equipped conference rooms of various sizes, ample free parking and helpful on-site management. Contact 317-923-3617 or iic@indianainterchurch.org for more information.



For emerging nonprofits

Nonprofit co-working office space in historic Lawrence Village near Fort Harrison State Park. The co-working space, 6,800 sq. ft., is fully furnished and includes WiFi, elevator access and parking and is offered by Launch Cause. The nonprofit is dedicated to helping emerging nonprofit organizations. Multiple leasing options are available and space scholarships. [Learn more.](#)

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JOBS

This week's jobs

[PLACE A JOB AD](#)

To view all jobs, visit the [Not-for-profit News jobs' board.](#)

Job ad special of \$77 for Intern/AmeriCorps posts through April. Please send ad copy to Kristen at ads@charitableadvisors.com. Deadline is Sunday evenings for Tuesday's newsletters.

EXECUTIVE

Chief Operating Officer - White's Residential and Family Services. White's Residential and Family Services, a Christ-Centered non-profit organization, is seeking a Chief Operating Officer to enhance its Residential Services...[more](#)

Chief Executive Officer - Open Door Health Services (ODHS). The Board of Directors, in preparation for the retirement of its Chief Executive Officer (CEO), has begun the search process for a replacement. Open...[more](#)

Executive Director, Indiana Chapter - Epilepsy Foundation. The Executive Director, Epilepsy Foundation of Indiana Chapter implements the various programs, policies and activities of the chapter...[more](#)

Executive Director - CSI Ministries. Serve as Chief Executive Officer. Responsible for the overall operation of the ministry and implementing CSI Ministries policies and programs. Reports...[more](#)

ADMINISTRATIVE/OPERATIONS/INFORMATION & REFERRAL

Administrative Assistant, Area NORTH - United Way of Central Indiana. The Administrative Coordinator is key to the success of the strong and cohesive team of the Area North office. This team member shall provide daily...[more](#)

Administrative Assistant/Receptionist (part-time) - Central District Center of the Indiana Annual Conference. The Central

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COMMUNITY ECONOMIC DEVELOPMENT

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District of the IN Conference of the UMC is seeking a part-time receptionist/administrative assistant (M-F) that demonstrates radical hospitality...[more](#)

Information & Referral (I&R) Specialists (either full- or part-time) - Connect2Help211. Join the largest 2-1-1 in the state of Indiana (and the 5th largest in the country) connecting those in our communities who need help with the organizations...[more](#)

Administrative Assistant - Area EAST Office (Hancock County)(part-time) - United Way of Central Indiana. Advance the mission of United Way of Central Indiana by providing strategic project support to Area East director and volunteer engagement coordinator...[more](#)

Administrative Assistant, TEAM POTENTIAL - United Way of Central Indiana. Advance the mission of United Way of Central Indiana by providing strategic project support to engagement leads on POTENTIAL. Provide sales...[more](#)

Operations Coordinator - Indianapolis Symphony Orchestra. The Operations Coordinator serves as the administrative hub for the Operations Department. Primary responsibilities include providing administrative...[more](#)

FUND DEVELOPMENT/MEMBERSHIP

Director of Museum Membership - The Children's Museum of Indianapolis. The world's BIGGEST and BEST children's museum is seeking an enthusiastic and motivated individual to grow our EXTRAORDINARY Membership...[more](#)

Leadership Gift Officer - The Children's Museum of Indianapolis. The Leadership Gifts Officer is responsible for supporting the museum's individual gift fund-raising effort by securing financial support from donors in support...[more](#)

Director of Foundation and Government Relations - The Children's Museum of Indianapolis. The Director of Foundation and Government Relations at the Children's Museum of Indianapolis is responsible for leading the Museum's effort to secure...[more](#)

Director of Operations and Development - Growing Places Indy. Growing Places Indy is seeking an inspired, vibrant, motivated and experienced individual to join our dedicated and passionate team to help the...[more](#)

Director of Community Development - Indiana National Guard Relief Fund. The Director of Community Development with the Indiana National Guard Relief Fund will develop and execute a plan to expand the Relief Fund's donor...[more](#)

Director of Development, School of Chemical Engineering - Purdue Research Foundation. PRF is a non-profit corporation that may accept gifts, administer trusts, acquire property, negotiate research contracts, and perform other services helpful...[more](#)

Advancement Manager - Partners In Housing. The Advancement Manager works alongside the Director of Support Services and Advancement in managing the analysis, planning, execution, and...[more](#)

Development Director - Agape Therapeutic Riding Resources. Agape cultivates personal growth by strengthening the mind, body and spirit through unique horse-facilitated experiences. This is a brand new, just created...[more](#)

Executive Director of Market Development - Indiana Chapter of the March of Dimes (MOD). The Executive Director of Market Development is responsible for leading staff and volunteer development efforts to achieve targeted revenue growth and...[more](#)

Development Manager - Indiana Chapter of the March of Dimes (MOD). The Development Manager is responsible for donor recruitment, development, cultivation, and activation, leading assigned fundraising events...[more](#)

Donor Relations Administrative Assistant - The Salvation Army. The Donor Relations Assistant plays integral role in the development of efforts assisting Donor Relations Directors in managing major donor caseloads...[more](#)

COMMUNICATIONS/MARKETING/VOLUNTEER MGMT

Communications and Marketing Coordinator - INARF. INARF is seeking a smart, organized, and motivated professional to coordinate the organization's communications and marketing initiatives. Successful...[more](#)

Backpack Attack Intern (part-time) - United Way of Central Indiana. The key to success is a strong and cohesive team that works through shared values to achieve our mission. The Area North Back

Pack Attack Intern...[more](#)

Community Outreach AmeriCorps - Habitat for Humanity of Indiana. (AmeriCorps/Full time for 6 months) Indiana HabiCorps is a program that places AmeriCorps members all across the state with local Habitat for Humanity...[more](#)

Volunteer Services Scheduling Assistant - Second Helpings, Inc. Second Helpings is seeking a Volunteer Services Scheduling Assistant to assist with the agency's robust volunteer program, including tracking and arranging...[more](#)

PROGRAMS

Senior Program Coordinator (part-time) - Forest Manor Multi-Service Center. Forest Manor Multi-Service Center a leading long established not for profit seeks a part time (20- 25 hrs per week) Senior Program Coordinator. Coordinator...[more](#)

Program Coordinator - Ronald McDonald House of Indiana, Inc. The Ronald McDonald House of Indiana has been serving the needs of families of critically ill or injured children since 1982. Our primary mission is to...[more](#)

Female GOAL Case Manager for female students - Outreach, Inc. Outreach, Inc. is searching for a female G.O.A.L. Case Manager for female students who will help develop and encourage client life-skills to achieve stability...[more](#)

ACCOUNTING/FINANCE/HR

Bookkeeper (part-time) - Indianapolis School of Ballet. The Indianapolis School of Ballet is looking for a motivated and detailed oriented person to provide accounting support for the organization. Be a part...[more](#)

Human Resources Assistant - Wheeler Mission Ministries. This is a great opportunity for a dynamic Christian leader who wants to combine their human resources and benefit administration experience with a...[more](#)

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90-day ads

Indianapolis Teaching Fellows. Train to become a certified teacher in Indianapolis with Indianapolis Teaching Fellows. Transform your academic background and professional experience into a high-impact career as a certified teacher in...[more](#)



Last week's jobs

EXECUTIVE

Executive Director - Home With Hope. Home With Hope in Lafayette Indiana provides a structured living facility and support programs for individuals working through recovery...[more](#)

FUND DEVELOPMENT

Vice President, Development and Public Relations - Girls Inc® of Greater Indpls. Participate in the leadership team of the organization with specific responsibility for Development and PR strategy and implementation...[more](#)

Senior Director of Annual Giving - Ball State University Foundation. Do you have higher education experience in the annual giving areas of phonathon, direct mail, employee giving, and/or

electronic...[more](#)

Development Officer - Indiana Masonic Home Foundation. The Indiana Masonic Home Foundation (IMHF) provides financial support - both operating and capital improvement - to the Indiana Masonic...[more](#)

COMMUNICATIONS/OUTREACH/MARKETING

Communications Specialist - Campaign for Growth - Kiwanis International. The Communications Specialist will serve as the primary point of contact of the campaign team working with the communications team...[more](#)

Foster Parent Recruitment and Retention Specialist - The Villages. Become a part of a dynamic team that's creating brighter futures for our community's children! The Villages, Indiana's largest child and family...[more](#)

Digital Media Intern (part-time) - Children's Bureau, Inc. Are you visually creative but analytical too? Do you thrive on the fast pace of social media marketing? Do you care about the reason behind...[more](#)

Communications Coordinator - Indianapolis Bar Association. The Communications Coordinator will be responsible for planning, writing, producing and managing content for marketing, branding, promotions...[more](#)

Public Relations Coordinator (Part-Time) - Keep Indianapolis Beautiful. Promotes and supports the work of Keep Indianapolis Beautiful through communication and outreach efforts on a part-time basis...[more](#)

Mission Communication Coordinator (Part-time) - Union Chapel United Methodist Church. Union Chapel United Methodist Church is a growing church of Open Doors, Open Hearts and Open Minds, working tirelessly to reach the community...[more](#)

EVENTS/VOLUNTEER MGMT

Director of Events - Indy Chamber. Director of Events contributes to Chamber goals of membership, community, revenue, and relationship growth by overseeing and managing...[more](#)

Volunteer/Special Events Intern (Summer 2016) - Children's Bureau, Inc. Spend your summer getting real world, hands-on professional experience at one of Indiana's oldest and most respected not-for-profit...[more](#)

GUEST SERVICES

Guest Services Manager - Conner Prairie. Conner Prairie's Guest Services Manager is responsible for providing operational leadership and management to the Guest Services...[more](#)

Guest Services Assistant (part-time) - Ronald McDonald House of Indiana, Inc. The Ronald McDonald House of Indiana has been serving the needs of families of critically ill or injured children since 1982. Our primary...[more](#)

OUTREACH

Lead Organizer - Early Learning Indiana. In order to secure support and expanded public funding for Indiana's emerging pre-K system, Early Learning Indiana's Partnerships for Early...[more](#)

Field Organizer - Early Learning Indiana. In order to secure support and expanded public funding for Indiana's emerging pre-K system, Early Learning Indiana's Partnerships for Early...[more](#)

ADMINISTRATIVE/LEGAL

Administrative Coordinator - Horticulture and Natural Resources - IMA. Administrative support to the Horticulture and Natural Resources Division for Director, Managers, Supervisors, including the Greenhouse...[more](#)

Legal Administrative Assistant - Charitable Allies. Charitable Allies is a 501(c)(3) charitable, public interest law firm. We serve the legal and administrative needs of our clients--charities and...[more](#)

Executive Assistant - Children's Bureau, Inc. This critical position provides effective and timely support for the CEO. Do you have a talent for hiring the perfect person for the job? Are...[more](#)

Office Support Coordinator (Part-time to Seasonal full-time) - Percussive Arts Society, Inc. Provides office support by ensuring daily office and administrative support functions to the PAS Executive Director, staff and PAS subscribers...[more](#)

Administrative Assistant (part-time) - Union Chapel United Methodist Church. Union Chapel United Methodist Church is a growing church of Open Doors, Open Hearts and Open Minds, working tirelessly to reach the community...[more](#)

DATABASE MANAGEMENT

Assistant Director for Financial Aid Systems - University of Indianapolis. The University of Indianapolis seeks applications for an Assistant Director for Financial Aid Systems. This is a full-time exempt staff position...[more](#)

ACCOUNTING/FINANCE

Accounting Manager - Connect2Help. Connect2Help, the largest 2-1-1 Center in Indiana and one of the largest in the country, is seeking an accounting manager. We will consider...[more](#)

PROGRAMS

External Education Liaison - Fairbanks Hospital. The Fairbanks External Education Liaison will develop and oversee external training for Fairbanks. The External Education Liaison will establish...[more](#)

Clinical Supervisor - National Youth Advocate Program. Provides support and supervision to the Home Based Services team; Conducts direct individual and group staff supervision, including but not limited to ...[more](#)

Licensed Therapist - National Youth Advocate Program. Provides families with appropriate diagnostic assessment, treatment planning, and individual mental health services in the home...[more](#)

Foster Care Treatment Coordinator - National Youth Advocate Program. Works closely with foster youth, families, treatment service providers, and other stakeholders, providing advocacy and support toward...[more](#)

VRSO Clinician - Choices Coordinated Care Solutions. We firmly believe every child deserves to be safe, in a place they call home. Because of this, it is our mission to strengthen individuals and...[more](#)

Child Advocate (part-time) - Coburn Place Safe Haven. The Children's Services Advocate represents the core values and mission of the organization and is responsible for advocating for each...[more](#)

Mentor Match Coordinator for Homeless Prevention - Trusted Mentors, Inc. Trusted Mentors is seeking to hire a Mentor Match Coordinator for their Homeless Prevention Track. The Mentor Match Coordinator is responsible...[more](#)

Youth Leader(s) (Part-time) - Union Chapel United Methodist Church. Union Chapel United Methodist Church is a growing church of Open Doors, Open Hearts and Open Minds, working tirelessly to reach the community...[more](#)

Spring Interview Event - Adult & Child. Schedule your interview today! Are you seeking a position in the field of behavioral health services? Adult & Child's Spring Interview event...[more](#)

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