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# Not-for-profit News INDIANAPOLIS

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March 15, 2016

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## FEATURES

# Nonprofits' minimum wage bind

By Jennifer Jones Austin, commentary, Times Union

Across the nation there is mounting concern about economic inequity. At the heart of the matter of the ever-increasing economic divide are stagnant wages, which have plagued millions of low- and middle-income Americans for decades. But here in New York state we have a real opportunity to do something about this.



Gov. Andrew Cuomo has proposed a \$15 minimum wage to be phased in over the next two years for New York City residents and by 2021 for all other New Yorkers. His proposed legislation, the first of its kind put forth by the governor of any state, has the very real potential to increase the financial stability and improve the upward mobility of 3 million New Yorkers. The governor has evidenced his commitment to the minimum wage increase by using his own authority to raise the wages of both state and SUNY employees, but he has not yet moved to include those workers who provide vital human services for the state.

Human services and Medicaid-funded workers employed by nonprofits funded by state government contracts and Medicaid reimbursements deliver mandated services including child welfare, childcare, senior services and supports for the disabled. These workers perform critical roles in our economy and in the communities they serve. However, more than 50 percent of them, more than 400,000, earn less than \$15 an hour. [Read more.](#)



## Nonprofit ads tap 'Game of Thrones' to highlight real-world conflict

By Alina Tugend, ShortCuts columnist, The New York Times

The actors in "Game of Thrones," the epic fantasy series featuring story lines about civil war and banishment, are using the enormous popularity of their HBO series to raise money for real-life victims of conflict and exile.

Beginning Monday, public service announcements and videos featuring the show's actors will appear urging support for the International Rescue Committee, a humanitarian relief organization that aids refugees. The ads will appear online exclusively, including on the charity's microsite, YouTube and social media platforms.

The campaign will run through the series's sixth season, which begins April 24, with the goal of raising \$1 million. The organization is tapping into a significant audience: The trailer for the coming season of "Game of Thrones" was viewed 32 million times within 24 hours of being posted online on Tuesday. [Read more.](#)



## Nine nonprofits ask for Zebulon, N.C.'s support

By Aaron Moody, reporter, The News & Observer

Nine nonprofit organizations have submitted applications asking Zebulon leaders to consider them for support as the town prepares its budget for the upcoming fiscal year.

The town has dished out the same amount of funding to the same groups for the past four years: \$1,000 each to the Zebulon Chamber of Commerce, Shepherd's Care Medical Clinic and the East Wake Education Foundation, and \$500 to the annual Zebulon Martin Luther King Jr. breakfast. All those groups reapplied for varying levels of support this year.

Representatives of six of the nine applicants made brief presentations on their requests at the March 7 board of commissioners' meeting.

[Read more.](#)

## Sponsor's insight



### Could your business become an identity-theft victim?

By Patrick Smith, CPA, Alerding CPA group

Individual identity theft has received a lot of press in recent years, but what about the theft of a business' identity?

Business identity theft is proving to be easier and more lucrative than stealing a consumer's identity. In 2014, JP Morgan Chase acknowledged a massive data breach that affected 76 million households and 7 million small businesses.

Business theft occurs when criminals pose as owners or employees to obtain cash, credit and loans. And the theft may not be discovered until there are significant losses. Now, the owner is saddled with debt and could even lose assets that were fraudulently pledged to secure these loans. [Read more.](#)

(Part 1 of 3 in the business identity theft series)



LOCAL NEWS

People on the move



**Caroline Hoy** was named the executive director of Flight1. Hoy has been working as a social-media marketing consultant for the last four years and has a degree in Aviation Administration Technology from Purdue University.



Easter Seals Crossroads has made the following promotions: **Wade Wingle** has been promoted to vice president of technology and information services. He was formally the director of assistive technology.



**Brian Norton** is the director of assistive technology. He formerly worked as manager of clinical assistive technology.



The American Pianists Association named **Lee Clifford** as director of marketing. A creative marketer with broad industry experience and passion for the arts, Clifford arrived on the eve of the organization's classical piano awards competition. Finalists will be announced on Friday for April 2017 competition.



**Matthew Cook** has been named president of Riley Hospital for Children at Indiana University Health. He comes from the Children's Hospital of Philadelphia, where he served as executive vice president of strategic planning and business development.  
— *Inside Indiana Business*



**Anita J. Harden** is The Madame Walker Theatre Center interim executive director. Harden brings an extensive background in leadership, administration and service to position community. Since her retirement as president of Community Hospital East, she has lead several nonprofit community organizations in interim executive roles. She currently serves on the boards of Citizens Energy Group, Christian Theological Seminary, the Indianapolis Zoo and Choices, Inc.



DePauw University selected its 20th president from within the family. The School of Music Dean **Mark McCoy** will lead the university beginning in July. — *Inside Indiana Business*



Indiana University Bloomington's Neal-Marshall Black Culture Center has appointed **Monica Green** director. She was previously director of the Hanover College Haq Center for Cross Cultural Education. — *Inside Indiana Business*



Marian University has hired **Evan Hawkins** as executive director of facilities and procurement. He comes from Tindley Accelerated Schools Inc. in Indianapolis, where he served as chief operating officer. — *Inside Indiana Business*

## Announcements

**The Lake Institute on Faith & Giving** at the Indiana University Lilly Family School of Philanthropy received a \$750,000 resourcing grant, which is part of Lilly Endowment Inc.'s National Initiative to Address Economic Challenges Facing Pastoral Leaders. The initiative supports a variety of religious denominations as they address the financial and economic struggles that impair the pastors' ability to lead congregations effectively.

With Charitable Advisors' upgrade of the **Nonprofit Job Board** system comes another change. Effective March 31, ExactHire will purge the archived candidates' files and resume links from the earlier version will no longer be active. If you advertised a position with Charitable Advisors prior to February and received e-mailed links for candidates' resumes, those links will stop working in April or if you started your hiring process at the end of last year or early this year, and it's still underway please be sure to save or print applicant information before the end of March.

**The Indianapolis Parks Foundation** annual IPL Mayor's Lunch for Parks event raised a record-breaking \$215,000 to support the work of the Parks' Foundation.

The **Indianapolis Foundation**, an affiliate of Central Indiana Community Foundation (CICF), has launched two [Ben Franklin funds](#) in celebration of its 100th anniversary. Donors can select a \$100-donor fund or \$1,000-donor fund. Each will be capped at \$100,000 and invested in CICF's endowment investment pool. The funds will not be accessed until 2116, when each fund will have an estimated value of \$100 million.

The **Children's Museum of Indianapolis** and its 30 partners are embarking on a neighborhood-based education and career initiative known as the Mid-North Promise Program (MNPP). A key

component of the program is a Family Learning Navigator who will meet families in community settings and at the museum to enroll them in the program and offer access to informal learning opportunities and out-of-school-time programming, such as the museum pre-school, TCM Explorers After-School program and Museum Apprentice Program. MNPP specifically targets families with children who live in one of the six neighborhoods around the museum that are collectively branded as Mid-North.

The **Reuben Engagement Center** will provide shelter, medical detox, case management, mental health evaluations and housing referrals for homeless individuals who are actively abusing alcohol or substances and may have mental illness. The facility will open later this year at 752 E. Market St. on the second floor. [Read more.](#)

The **University of Saint Francis School of Creative Arts** has unveiled a partnership with the Fort Wayne Museum of Art. The collaboration includes a new four-year degree program in museum studies. [Read more.](#)



## Professional development

**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. Suite 100). Join Dr. Pamela Carrington Rotto to identify sources and impact of stress and acquire resources and tools to help reduce turnover and work stress related absenteeism. To register: [click here.](#)

**Not-for-Profit CFO group:** Everything you need to know about the overtime regulation changes on April 21 from 8:30 - 10:00 a.m. at Indiana CPA Society (8250 Woodfield Crossing Blvd., Suite #100.) An HR consultant will provide an update about the potential impact the overtime may have on your organization. To register: [click here.](#)

**Purdue Extension Institute for Sustainable Leadership (ISL).** Eight sessions and completion of an independent project starts on March 23. The focus is building the leadership capacity of civic leaders, government and nonprofit organizations' staffs. Learn the science of behavioral change and the essential behaviors required to succeed in a global society. Cost \$399. Registration deadline is March 15: [click here.](#)

**Building blocks for starting a 501(c)(3) nonprofit organization** on April 30 from 10:30 a.m. - 3:30 p.m. at the Central Library (40 E. St. Clair St.). This workshop walks you through the steps to defining your mission, obtaining incorporation and nonprofit status and building an effective board. Learn the characteristics of effective nonprofits and assess whether yours is ready for foundation fundraising. Please bring a sack lunch; during lunch there will be small group work and one-on-one Q&A with the presenter. This workshop is designed for those seeking to establish a nonprofit organization. Free. To register, [click here.](#)

Little Red Door Cancer Agency is hosting **Camp Little Red Door**, a six-day summer camp for children with cancer or in remission. The camp will be held from June 19-24 at Bradford Woods in Martinsville. The cost is \$25 per camper and \$50 per sibling/friend. For individuals who complete an application by April 8, the fee for camp will be waived. [You can apply online here.](#)

**AFP-IN Spring conference and partner fair** on April 29 from 9:00 a.m. to 2:30 p.m. at IUPUI (Hine Hall Auditorium/875 W. North St.). Featuring special guest, John A. List, department of economics chair at the University of Chicago and a leading expert on experimental economics. AFP-IN and the Lilly Family School of Philanthropy are partnering to bring List to Indianapolis for the Arthur C. Frantzreb lecture series. Cost: \$125 members; \$175 non-members. To register: [click here.](#)

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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](mailto:IndyNews@NotforProfitNews.com).

**Lupus Foundation of America-Indiana Chapter** needs volunteers for its A Tasteful Affair, beer/food/wine-tasting fundraiser scheduled for June 30 from 6:00 to 9:00 p.m. at Park Tudor's Clowes Commons. Committee members work to procure auction items, ticket and table sales and day-of-event set-up. Suggested commitment 20 hours. For more information, contact Susan Perry at [susan@lupusindiana.org](mailto:susan@lupusindiana.org) or 317-225-4400.

The **Arts Council of Indianapolis** is looking for volunteers to collect surveys at various arts events around the city for the Americans for the Arts Arts & Economic Prosperity(r) 5 study. This effort is Americans for the Arts's national research project that measures the economic impact of nonprofit arts and culture organizations and their audiences. Volunteers will receive training on the survey process and will be needed to collect surveys throughout this calendar year. To learn more, [click here.](#)


JCC Indianapolis **Earth Day Community Celebration** on April 17. Volunteer duties for ages 14+: hand out maps, surveys and other materials, help vendors set-up, pick-up trash and help with tear down. Volunteer T-shirt provided. To register: [click here.](#)

## Swap

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

**NEED:** My Sister's Place needs a donated space to run their Baby Beginnings program -- a voucher/exchange program for single mothers and their infants who have been recently released from the Indiana Women's Program. Prefer the space to be on the Westside, on a bus line and be available one Saturday per month. [Learn more.](#)

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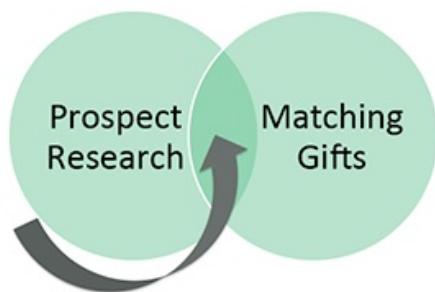
  
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TRENDS / RESOURCES

## National news



[Prospect research for planned gifts white paper.](#) This two-part paper provides both the prospect research professional and the planned giving professional specific guidance in identifying deferred gift prospects within the organization's ranks of donors and constituents.



[Three ways boards advance nonprofit collaboration.](#) Board members play a unique and integral role in identifying collaboration as a strategic option, exploring opportunities and negotiating meaningful partnerships that can advance the organization's mission.

[The complete guide to nonprofit social media: Strategy and design tips for success.](#) The Global Web Index 2015 report reveals that an average person has five social media accounts and spends 100 minutes browsing them every day, giving nonprofits opportunity.



[Mobile optimization for donor engagement.](#) According to a 2015 study by the PEW Research Center 64 percent of American adults own a smartphone, up from just 35 percent in 2011, and 88 percent of those people use their smartphone to check their email.

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## Sponsors' insights

*FTM.* **Indiana nonprofits' land, buildings and equipment are not necessarily automatically exempt from state property tax.** Nonprofits doing business in Indiana may be exempt from property tax, either real (land and buildings) or personal (furniture and fixtures, machinery and equipment). However, nonprofit organizations must file a Form 136 application for property tax exemption before May 15th with the county assessor. The application must be refiled every even year unless: (1) the exempt property is owned, occupied and used for educational, literary, scientific religious or charitable purposes; (2) the property continues to meet the requirements of IC 6-1.1-10-16 or IC 6-1.1-10-21; and (3) an application was properly filed at least once in accordance with these statutes. For more information, [click here.](#)

*Netlink, Inc.* **A new affiliate program with Dell through TechSoup.** Nonprofits can pay a \$10 administrative fee to TechSoup and become a member of the program, which allows a 40 percent discount on both business class and consumer grade Dell products. This is a great opportunity for organizations that need to update equipment.

The logo for Charitable Allies features a stylized red and blue wave icon to the left of the text "charitable allies" in a bold, sans-serif font. Below this, in a smaller font, is "your nonprofit advocate".

**charitable allies**  
your nonprofit advocate

**The nonprofit lawyers**

charitableallies.org  
317.429.1649

An advertisement for the School of Public and Environmental Affairs (SPEA) at Indiana University (IUPUI). It features a night cityscape background with a prominent building.

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## MARKETPLACE

### Services

Our sponsor marketplace serves to further connect our readers with our advertisers who are focused on serving nonprofits. Please keep in mind that you should always check references before hiring a consultant or vendor. Contact Bryan at [Bryan@charitableadvisors.com](mailto:Bryan@charitableadvisors.com) or 317-752-7153 to learn how your business or organization can become a sponsor of the Not-for-Profit News.

[Legal/Administrative](#)

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**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.

### 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.

**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.

### Leadership Development

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



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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](mailto: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](mailto: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](mailto: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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## 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](mailto:ads@charitableadvisors.com). Deadline is Sunday evenings for Tuesday's newsletters.

### EXECUTIVE

**Executive Director - Indiana Library Federation (ILF).** The Indiana Library Federation (ILF) is seeking a dynamic Executive Director with strong organizational and interpersonal skills who can work openly and effectively...[more](#)

**Executive Director - Family Promise of Greater Indianapolis.** Family Promise of Greater Indianapolis is currently seeking an Executive Director to lead the organization and create greater awareness of our mission in the community...[more](#)

**Executive Director - St. Nicholas Early Learning, Inc.** This is an exciting opportunity to design and build an early learning program from the ground up with the help of a passionate and experienced board of directors...[more](#)

### ADMINISTRATIVE/LEADERSHIP

**Manager, Leadership Initiatives - United Way of Central Indiana (UWCI).** Develop and implement relevant leadership training for potential and current non-profit board members and volunteers in the central Indiana community. Promote, organize and...[more](#)

### FUND DEVELOPMENT/MEMBERSHIP

**Director of Development - Purdue Research Foundation.** The Purdue Research Foundation, University Development Office has an opening for a Director of Development in the School of Electrical and Computer Engineering...[more](#)

**Donor Relations Coordinator - Indianapolis Zoo.** If you are an organized, detailed-oriented, polished professional possessing the ability to multi-task, while exhibiting creativity, vision and enthusiasm, then we are looking...[more](#)

**Associate Director, Relationship Events/Intermediate Giving - Alzheimer's Association Greater Indiana Chapter.** Manage the Chapter's constituent events and the Intermediate Giving Program...[more](#)

**Area Director Northwest - United Way of Central Indiana (UWCI).** United Way of Central Indiana recognizes that the key to success is a strong and cohesive team that works through shared values to achieve our mission. The Area Director Northwest will...[more](#)

### COMMUNICATIONS/MARKETING/OUTREACH

**Community Relations Manager - Indiana Donor Network.** As the Community Relations Manager you'll be responsible for oversight of the Community Relation's department operations to achieve marketing and outreach goals...[more](#)

**Outreach Representative - CIRTA.** The primary role of the Outreach Representative is to promote rideshare services to employers, commuters and organizations in a 9-county area. The representative...[more](#)

**Director of Community Partnerships - Life Centers.** Established in 1982, Life Centers is dedicated to affirming the value of life by providing compassionate care to women facing unplanned pregnancies in Central Indiana...[more](#)

**Marketing and Community Relations Specialist (part-time) - Indianapolis Urban League.** Position will assist in the planning, development, design, implementation and execution of the strategic and tactical marketing and communications for the organization...[more](#)



**Marketing Programs Specialist - Kiwanis International.** The corporate relations program specialist facilitates the fulfillment of rights and benefits packages, servicing a specified portfolio of partner relationship, including working with programs...[more](#)

**Research Manager - CEDIA.** CEDIA is looking for a Research Manager to direct and coordinate activities, conduct analyses and create meaningful market research reports. This individual will also work...[more](#)

## PROGRAMS

**Professional Services Coordinator - Indiana Donor Network.** As a Professional Services Coordinator you'll be responsible for developing and maintaining hospital and physician services and educational programs within...[more](#)

**Housing Specialist - Exodus Refugee Immigration Inc.** Exodus Refugee Immigration Inc. is seeking a full-time Housing Specialist to deliver support to refugees through our Reception and Placement Program...[more](#)

**Science Technology Engineering and Math Program Coordinator - Christamore House.** The Christamore House provides the very best early childhood education, after school programming, senior citizen services, preventative services and employment...[more](#)

**Employment Coach, Family Strengthening - Christamore House.** The Christamore House provides the very best early childhood education, after school programming, senior citizen services, preventative services and employment assistance...[more](#)

**Project Manager for Workforce Development - Indiana Chamber of Commerce.** The Indiana Chamber is currently looking for a Project Manager for Workforce Development. This position has the responsibility for developing, managing and...[more](#)

## ACCOUNTING/FINANCE

**Chief Financial Officer - Brebeuf Jesuit.** Brebeuf Jesuit, a Catholic and Jesuit school, provides an excellent college-preparatory education for a lifetime of service by forming leaders who are intellectually competent...[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](#)

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## Last week's jobs

### 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 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 Backpack 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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