

## **New River Valley Agency on Aging**

### **Position Opening for: Development and Marketing Manager**

Position is open until filled. To obtain a full position description and/or an application contact the New River Valley Agency on Aging at 540-980-7720 or e-mail: [nrvaoa@nrvaoa.org](mailto:nrvaoa@nrvaoa.org).

The NRV Agency on Aging is an EOE and DFW.

**JOB SUMMARY:** Under the general supervision of the Executive Director and working closely with the Director of Finance, the Development and Marketing Manager will work to develop and strengthen the organization's relationships with supporters. Working with the Executive Director and the Director of Finance, the Development and Marketing Manager will develop and implement the agency's donor cultivation, fundraising, business opportunities and marketing strategies while upholding the mission, values and reputation established by the New River Valley Agency on Aging. The Development and Marketing Manager also develops and secures grant opportunities and coordinates and assists with grant writing as needed.