

The Little Bit Foundation

Open Positions Summaries 3/6/25

<p>Vice President of Development</p>	<p>The VP of Development will have primary responsibility for implementing the infrastructure needed to grow an annual \$6M operating budget, as well as special campaigns to fund the organization's relocation and building renovations. This will be accomplished by soliciting major gifts, federal and state grants, and corporate and foundation support. This role will expand and diversify The Little Bit Foundation's donor base/pipeline and work closely with other team members to secure funding for new initiatives. Finally, the VPD will work closely with the CEO as well as the Board of Directors and support board members as they take on a more active fundraising role.</p> <p>*Bachelor's degree *Master's degree preferred *AFP member and CFRE Certifications are preferred</p>
<p>Supply Chain Coordinator</p>	<p>Under the direction of Little Bit Foundation's Director of Distribution and IT, the Supply Chain Coordinator oversees the safe receipt, storage, retrieval, and timely dispatch of goods and services. This role ensures the accuracy of inventory and overall stock (inventory control).</p> <p>*Bachelor's Degree preferred or equivalent experience</p>
<p>Program Coordinator *Full Time & Part-Time</p>	<p>This role is responsible for the on-site management of days of service for Little Bit programs at their assigned schools. These days of service include boutique days, literacy programs, and health and wellness programs. The Program Coordinator is responsible for supporting the Program Director with day-to-day program needs.</p> <p>*High School Diploma</p>