

NARROWS BROADCASTING CORPORATION

P.O. Box 149 • Petersburg, Alaska 99833 • (907) 772-3808



Narrows Broadcasting Corporation is seeking a Development Director for KFSK, a member supported public radio station in Petersburg, Alaska. The Development Director is responsible for developing and maintaining a development program that supports the activities of the station.

Position Qualifications

- Good writing skills, familiar with proposal and grant writing.
- Excellent communication skills and organizational skills.
- Detail oriented and ability to multitask, able to manage critical deadlines.
- Good professional appearance and public presentation skills.
- Demonstrated ability to provide outstanding customer service.
- Familiarity with broadcasting and print media preferred.
- Post-secondary education preferred.
- Experience in non-profit fundraising preferred.

Position Responsibilities

- Responsible for developing and implementing a plan to seek corporate and business support from local, regional, statewide, and national sources.
- Responsible for securing underwriting from businesses, corporations, and non-profit organizations.
- Assists in developing and writing grant proposals for business, corporate, foundation, and government support.
- Coordinates and supervises membership drives, auctions, and special event fundraising activities for the organization. Coordinates design and purchase of premiums.
- Works with other regional development personnel on underwriting, marketing, and fundraising events.
- Performs other duties as assigned, including production and air shifts

KFSK is a member of CoastAlaska, Inc., a regional non-profit public broadcasting organization consisting of seven stations. CoastAlaska provides administrative, financial, development, engineering and technical support services to member stations. KFSK is locally owned and operated with support from CoastAlaska. KFSK is a member of National Public Radio, Public Radio International, American Public Media and the Alaska Public Radio Network.

KFSK enjoys strong community support with local volunteers providing program content and fundraising activities support. Petersburg is an island community in Southeast Alaska of approximately 3,200 people. The climate is mild with ample rainfall. Petersburg is a tight-knit fishing community with mountains, water, rainforest and abundant wildlife and recreational opportunities.

Salary Range is \$37,290 - \$52,420 with competitive benefits package

Position is open until filled with review of applicants April 16, 2012.

For a full position description or to apply send a cover letter, resume and references to Tom Abbott, KFSK General Manager, at tom@kfsk.org

KFSK is an equal opportunity employer