

STILLP•INT

A MAGAZINE IN THE EYE OF THE STORM

FINANCIAL SUSTAINABILITY MANAGER

\$25-\$28/hour dependent on experience and role type (contractor or employee)

16 hours/week

Stillpoint Magazine seeks a remote and in-person Financial Sustainability Manager near the Twin Cities. This is a community-focused and internally-driven fundraising, development and financial planning role, with additional areas of emphasis depending on the background of the successful candidate. The ideal candidate will be able to integrate work-contributions in financial management, fundraising, and/or business development with elements of strategic communications, network-building, and/or marketing. The Financial Sustainability Manager will believe in and embody the mission of *Stillpoint Magazine*, which is: to build public knowledge outside of traditional, historically-oppressive institutions; to support arts and literature and practitioners thereof; and to support theoretically/psychoanalytically-rooted liberation praxis. Essential to this role will be both a high level of personal initiative, drive, and organization, as well as an ability to support and collaborate in a remote, care-based team environment across continents, cultures, and timezones. This position can be shaped as either an employee or independent contract role, and offers both flexible and remote working, as well as face-to-face engagement with colleagues and community.

The Financial Sustainability Manager's core responsibility and focus will be to help further develop, maintain, and grow the overall strategic and financial health and sustainability of *Stillpoint Magazine* through building and development of our revenue-oriented activities. These include but are not limited to: our supporters-subscription model, our development of a donor-base, our engagement with NFTs and cryptocurrency, our grant-submission process (if relevant), and more. The ideal candidate will also support, maintain, and build *Stillpoint Magazine's* internal financial processes, filing, and reporting.

AREAS OF FOCUS AND RESPONSIBILITY

Business Development

- Researching, managing, and executing revenue areas in new media, including cryptocurrencies, NFTs, and other development areas
- Supporting the development and growth of the subscription-supporter program, including attracting new financial supporters and subscribers by promoting and strategizing its functionality and promotion
- Working with Editor in Chief and team members to identify activities that may prevent growth, and those that may be avenues for growth and development
- Identifying and researching new opportunities to build readership and subscription
- Supporting the financial sustainability of upcoming developments, including *Stillpoint Magazine's* upcoming move to print
- Analyze trends and changes in the publishing industry market to ensure the sustainability and success of *Stillpoint Magazine* in the short, medium, and long term
- Collaborate with Editor in Chief and team members to determine strategic messaging, campaigns, collaborations, and specific activities to ensure the success of all financially-oriented development initiatives
- Develop goals and benchmarks for the magazine's development and financial sustainability and ensure they are met

Fundraising

- In collaboration with the Editor in Chief and other team members, promote awareness of the *Stillpoint Magazine's* mission and work
- Support the cultivation of a network of donors and supporters, in-line with the mission and values of *Stillpoint Magazine*
- Identify new fundraising opportunities, with a comprehensive, mission-driven approach
- Form strong relationships with external stakeholders
- In collaboration with the Editor in Chief and team members, maintain relationships with major donors
- Internal Finance Management
- In collaboration with the head of operations, team members, the Editor in Chief and external accounting firms and contractors, support the development and maintenance of financial best-practice, in accordance with requirements for nonprofit organizations
- Coordinate with accounting firms and contractors for the purposes of nonprofit accounting and nonprofit tax filing

REQUIREMENTS

- Bachelor's degree in a related field and/or demonstrated experience of 3 or more years in focus areas within business or nonprofit development, finance, accounting, or strategic communications
- A commitment to collaboration across difference
- A commitment to mission-based work and organizations
- A high degree of initiative, organization, and drive
- Excellent communication and interpersonal skills
- An ability to multitask, prioritize, and manage multiple projects in a fast-paced environment
- Ability to flourish with minimal guidance, be proactive, and handle uncertainty

HOW TO APPLY

Please send all materials by email to: people@stillpointmag.org with the subject line as your first and last name, followed by "Financial Sustainability Manager".

Your materials should include:

- A cover letter or video of 3-4 minutes explaining why the role, and our publication, are the right fit for you. It should also include an explanation of how this role fits into your overall career trajectory and goals.
- A CV or resume.
- Two professional references including their names, emails, and phone numbers, their title and organization, your relationship, and how long you have known one another.

DEADLINE FOR APPLICATIONS: MARCH 18 2022