



LEADERS IN FUNDRAISING



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## Career Center - Search for Openings

### OPB Seeks a Professional Experienced in Membership/Fundraising/Finance

Organization: OPB  
 Date Posted: 2/2/2016  
 City: Portland  
 Location: Oregon  
 Country: United States  
 Primary Category: Fundraising  
 Type of Position: Full-Time

#### Description & Details

A savvy database user with an eye for detail and good investigative skills, the Membership Giving Coordinator manages daily gift inflow, ensures that information in the database is entered promptly and accurately, and oversees reconciliation of daily deposits and uploads. The Membership Giving Coordinator will assist with the upcoming database conversion to identify opportunities for improving systems and creating efficiencies. OPB is an Equal Opportunity Employer.

#### How to Apply / Contact

For more information and instructions on how to apply, go to: <http://www.opb.org/about/careers/>.



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