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» EMPLOYMENT

CASCADE AIDS PROJECT
is seeking a
SPECIAL EVENTS COORDINATOR

Are you a fundraising professional who thrives on the energy that comes from the planning and execution of a gala, auction or walk? Do you enjoy schmoozing with donors, procuring art pieces, developing marketing strategies and thanking those who gave time/talent/treasure? If you said yes to both of these questions AND you have impeccable attention to detail, love committee work and can document your work using our event software, we may have the job for you!

Cascade AIDS Project is seeking a Special Events Coordinator! This position is a full time, salaried, union position with benefits. The primary responsibilities include our annual Art Auction, Ride4CAP and AIDS Walk. A full job announcement is on our website at www.cascadeaids.org. We are seeking qualified applicants until the position is filled though first interviews are targeted begin toward the end of October.

To apply for this position, mail, email or deliver the following three documents: your resume, a cover letter that addresses how you meet the minimum qualifications, and a completed CAP Employment application (available at www.cascadeaids.org) to:

**Cascade AIDS Project
Special Events Coordinator Position**
208 SW Fifth Avenue, Suite 800
Portland, Oregon 97204

or
jobs@cascadeaids.org

Cascade AIDS Project is an Equal Opportunity Employer



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Anne Seelye, CRPC
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