



**MAKING KANE COUNTY FIT FOR KIDS  
REQUEST FOR QUALIFICATIONS  
DEVELOPMENT COORDINATOR**

The purpose of this request is to identify an individual qualified to establish and strengthen relationships to increase fund development and sponsorship cultivation for Making Kane County Fit for Kids. The successful candidate will enter into a contractual agreement with the Making Kane County Fit for Kids Board, who will provide oversight for the project period. It is estimated that this position role will require approximately 15 hours per week.

**MAKING KANE COUNTY FIT FOR KIDS**

Making Kane County Fit for Kids (Fit for Kids) is a 501(c)(3) nonprofit organization that promotes healthy eating and active living initiatives to reduce childhood obesity in Kane County. Across Kane County, 36.9% of 5-17 year olds are overweight at risk for diabetes, heart failure, and other chronic diseases that could shorten their lives (Data Source: *Kane County's 2018 Community Health Assessment*). The Fit for Kids mission is *Promoting healthy eating and active living for children in Kane County through community wellness partnerships*.

Fit for Kids collaborates with community organizations, schools, day care centers, municipalities, and other partners by funding implementation projects that support the [Fit for Kids 2020 Plan](#), a blueprint to create a Kane County that is "Fit for Kids". Strategic Action Principles include the following: 1) Provide parents and children with reliable, up-to-date information in multiple settings regarding healthy physical activity and eating habits. 2) Support a culture of wellness and health promotion in our schools, workplaces, and other institutions. 3) Develop land use, planning, and other public policies that foster and support physical activity for all in our community. 4) Assure that fresh fruits and vegetables are affordable and accessible to all families in our community. Strategies affect all Kane County children and families, with particular attention to children most vulnerable or disproportionately affected. Since 2009, Fit for Kids has supported over 135 healthy implementation projects, such as community gardens, bike racks, refrigerators at food pantries, nutrition workshops, Link Card accessibility at farmers markets, safe route education/signage, demonstration wellness kitchens, heart rate monitors and



salad bars at schools, playground equipment, and hosting 11 annual International Walk to School Day events.

## ORGANIZATION HISTORY

In 2008, the Kane County Board launched the Making Kane County Fit for Kids Initiative at the Fit for Kids Leadership Summit. Following the Summit a public-private partnership, the “Fit for Kids Funders’ Consortium” was established. In 2017, Making Kane County Fit for Kids became a 501(c)3 not-for-profit organization.



Organizations with members on the board include: Fox Valley United Way, Kane County Division of Transportation, Kane County Health Department, Northwestern Medicine-Delnor, and Rush Copley Foundation. By combining forces, these partners believe they can most efficiently and effectively raise and disperse funds to support the comprehensive, coordinated; community-based initiatives needed to Make Kane County Fit for Kids and implement the Fit Kids 2020 Plan. As of

January 2022, Making Kane County Fit for Kids has made over \$885,000 available to community partners to support local efforts to reduce obesity in the community and implement the Fit Kids 2020 Plan.

The **Fit Kids 2020 Plan** is a strategic plan to reverse childhood obesity in Kane County by 2020 and was published in 2011. The **Fit Kids 2020 Plan** represents the work of over 80 community stakeholders, meeting over 6 months, contributing well over 1,000 hours of volunteer time. Workgroups dedicated their time to researching, meeting and discussing potential strategies and action steps. This process shows the investment and dedication of the participants in the future of Kane County.

Nine sector-specific Fit Kids 2020 workgroups created this written set of policy level strategies and action steps. Implementation of the more than fifty strategies will lead to local systems, policy and environmental change in Kane County public and private institutions, communities, and schools, that, together, will assure the conditions for healthy eating and active living are found across Kane County.

## POSITION ACCOUNTABILITIES



- Work with Board of Directors to develop 1-3 year donor engagement plan with clear quarterly metrics and goals.
- Generate sponsorship opportunities to support Fit for Kids annual International Walk to School Day and other annual events and activities.
- Identify and implement additional new and innovative fundraising mechanisms.
- Cultivate, solicit and steward public, private, family, corporate foundations.
- Write and submit grants or letters of interest.
- Complete reporting requirements for any grant funding received by Fit For Kids
- Nurture relationships with current and prospective funders to ensure they are informed regarding Fit for Kids goals, initiatives and events.
- Support, strengthen and expand brand identity of Fit for Kids through outreach activities, sponsored events and relationships with key individuals and corporations.
- Provide status reports at each board meeting detailing outreach activities and dollars secured.
- Assist with event planning and setup, as requested.
- Assist with development of an annual report, highlighting successes, identifying barriers and proposing updated strategies.
- Actively identify and recruit prospective board member organizations

### **KNOWLEDGE, SKILLS, ABILITIES**

- High-energy individual who takes initiative with a positive outlook
- In-depth knowledge of fundraising best practices and strategies
- Superior skills in developing funding reports and presenting funding information
- Effective oral and written communications skills
- Ability to utilize a relationship-based method to cultivate new donors
- Proven ability to effectively sell to both individuals and corporate customers



- Focused sales/marketing experience with applied emphasis on customer relationship building; demonstrated success with effective listening skills
- Ability to identify and implement strategies to increase effectiveness of fund development programs
- Balance multiple tasks, set priorities, analyze trends and meet tight deadlines
- Proven ability to solve problems and generate creative solutions
- Proven ability to function independently within established guidelines
- Computer skills, including knowledge of Microsoft Office Suite

### **QUALIFICATIONS:**

Bachelor’s degree preferred in a related field and five years fundraising or sales experience with emphasis on demonstrated performance. Will consider candidates without a degree who have solid experience in the fundraising/sales field.

Applicants, please submit a response that includes the following information:

1. Full Name:
2. Address:
3. Telephone:
4. Email:
5. Provide written description of relevant education, experience and skills that qualify you to successfully achieve the accountabilities listed above. (Limit two pages typed)
6. Under this RFQ, reimbursement will be based on an hourly rate. Please provide the hourly reimbursement rate you seek for the services described.

Please provide an electronic copy of response no later than 4:30 pm on September 30, 2022 to:  
 Jackie Forbes, Fit for Kids Board Chair at [forbesjackie@co.kane.il.us](mailto:forbesjackie@co.kane.il.us).  
 Please include “Development Coordinator Position” in the subject line.

