

The Nonprofit Job Search

Step 1- Before you begin:

- Know yourself
- Know the job opportunities
- Know the market

Questions you may ask yourself:

- Is the nonprofit sector right for me?
- What is the ideal location for me? (region, country, etc.)
- What are my unique skills and talents that I can utilize in this industry?
- What work environment is best for me? (small, large, casual, formal)

KNOW YOURSELF

WHAT ISSUES ARE YOU MOST PASIONATE ABOUT?

<p style="text-align: center; color: red; font-weight: bold;">ART</p> <p style="text-align: center; color: red; font-weight: bold;">EDUCATION</p> <p style="text-align: center; color: red; font-weight: bold;">ENVIRONMENT</p> <p style="text-align: center; color: red; font-weight: bold;">HOMELESSNESS</p> <p style="text-align: center; color: red; font-weight: bold;">ANIMALS</p>	<p style="text-align: center; color: red; font-weight: bold;">POLITICS</p> <p style="text-align: center; color: red; font-weight: bold;">FOREIGN AFFAIRS</p> <p style="text-align: center; color: red; font-weight: bold;">HEALTH</p> <p style="text-align: center; color: red; font-weight: bold;">RELIGION</p> <p style="text-align: center; color: red; font-weight: bold;">YOUTH</p>
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Step 2- Know the Types of Job Opportunities

Five broad categories of responsibility:

- **Senior Management** (includes executive director and associate director positions)
- **Programs and service delivery** (includes advocacy, counseling, direct social services, education and training and research and policy positions)
- **Administration, human resources, and finance** (includes accounting, finance, operations, clerical and data entry, human resources, volunteer coordination, information technology, sales, marketing and customer service positions)
- **Development and fundraising** (includes annual fund, grant writing and administration, major gifts, planning giving and special events positions)
- **Communications** (includes editing and writing publications, graphic design, marketing and advertising, media or public relations, and web design positions)

Step 3- Know the Market

Consider Salary Expectations

Years of Experience	Entry-Level	Mid-Level	Senior-Level
0-5 years	\$25,000- \$40,000	\$40,000- \$50,000	\$55,000- 70,000
5-10 years	\$35,000- 50,000	\$50,000- \$75,000	\$75,000- 100,000
10+ years	\$45,000- 60,000	\$60,000- 85,000	\$85,000- \$125,000

Step 4- Search for Nonprofit Jobs: Resources

General Nonprofit Job Sites

- Bridgespan; www.bridgespan.org
- Chronicle of Philanthropy; <https://jobs.philanthropy.com/>
- Guidestar; www.guidestar.org
- Idealist.org/ Action Without Borders; www.idealists.org
- Koya Partners; <https://koyapartners.com/clients/current-searches/>
- Nonprofit Career Network; www.nonprofitcareer.com
- Society for Nonprofit Organizations; www.snpo.org/nonprofitcareers
- TheNonProfitTimes; <https://careermatch.nptimes.com/#>
- Work4agoodcause.com; www.work4agoodcause.com

Arts Jobs Sites

- Art Jobs; www.artjobs.artsearch.us/
- Art Search; www.artsearch.us
- American Alliance of Museums; www.aam-us.org/
- Americans for the Arts; www.artsusa.org
- Design Milk Jobs; designmilkjobs.com/
- International Society for the Performing Arts Foundation; www.ispa.org/

Education Job Sites

- Academic360.com; www.academic360.com
- Academic Careers Online; www.academiccareers.com
- Agent K-12; www.agentk-12.org
- The Chronicle of Higher Education; www.chronicle.com
- Inside HigherEd; www.insidehighered.com/
- HigherEdJobs; www.higheredjobs.com
- Teach for America; www.teachforamerica.org

Environment and Animals Job Sites

- Association of Zoos and Aquariums; www.aza.org/
- Conservation Job Board; www.conservationjobboard.com/
- Environmental Career Opportunities; www.ecojobs.com
- EnvironmentalCareer.com; www.environmentalcareer.com
- EnvironmentalJobs.com; www.environmentaljobs.com
- Green Jobs; www.greenjobs.net

Public Health Job Sites

- American Public Health Association; www.apha.org/professional-development
- Global Health Council; www.jobboard.globalhealth.org/jobs
- Partners in Information Access for the Public Health Workforce; www.phpartners.org/jobs.html
- Public Health Employment Connection; www.apps.sph.emory.edu/PHEC/
- Public Health Jobs; www.publichealthjobs.org/

Human Services Job Sites

- Coalition on Human Needs; www.chn.org/jobs-internships/
- National Human Services Assembly; www.nassembly.org
- SocialService.com; www.socialservice.com
- SocialWorkJobBank; www.socialworkjobbank.com

International and Foreign Affairs Job Sites

- devex; www.devex.com/
- Foreign Policy Association; www.fpa.org
- InterAction (subscription required); www.interaction.org
- International Jobs Center (subscription required); www.internationaljobs.org

Public or Societal Benefit Job Sites

- Alliance for Justice; www.afj.org
- Association of Fundraising Professionals; www.afpnet.org
- B Work; www.bwork.com/
- The Chronicle of Philanthropy; www.philanthropy.com
- Council on Foundations; www.cof.org
- Feminist Majority Foundation Online; www.feminist.org

Religion Related Job Sites

- ChurchJobs.net; www.churchjobs.net
- Combined Jewish Philanthropies; www.cjp.org
- JewishJobs.com; www.jewishjobs.com
- Work Ministry; www.workministry.com
- Catholic Volunteer Network; www.catholicvolunteernetwork.org

A Sampling of Nonprofit Organizations

Largest U.S. Charities (2019)²

- United Way Worldwide
- Task Force for Global Health
- Feeding America
- Salvation Army
- YMCA of the USA
- St. Jude Children’s Research Hospital
- Food for the Poor
- Boys and Girls Club of America
- Catholic Charities USA
- Goodwill Industries International
- Habitat for Humanity International
- World Vision
- American Cancer Society
- Patient Access Network
- Compassion International
- Direct Relief
- Americares Foundation
- Lutheran Services in America
- Nature Conservancy
- American Heart Association

Top Nonprofits³

Ranking metrics based on publicly available web, social, and fiscal responsibility

- Metropolitan Museum of Art
- ACLU
- Amnesty International USA
- Planned Parenthood Federation of America
- American Heart Association
- NPR
- American Red Cross
- The New York Public Library
- Do Something
- American Museum of Natural History
- The Museum of Modern Art
- National Audubon Society
- Human Rights Watch
- Samaritan’s Purse
- Doctors Without Borders
- Wikimedia Foundation
- Center for Constitutional Rights
- St. Jude Children’s Research Hospital
- Kiva
- Creative Commons

Largest U.S. Foundations by Total Assets (2017)⁴

- Bill and Melinda Gates Foundation
- Ford Foundation
- J. Paul Getty Trust
- The Robert Wood Johnson Foundation
- Lilly Endowment Inc.
- The William and Flora Hewlett Foundation
- W.K. Kellogg Foundation
- The David and Lucile Packard Foundation
- Gordon and Betty Moore Foundation
- Bloomberg Philanthropies
- Silicon Valley Community Foundation
- The John D. and Catherine T. MacArthur Foundation
- The Andrew W. Mellon Foundation
- The Leona M. and Harry B. Helmsley Charitable Trust
- Foundation to Promote Open Society
- The Rockefeller Foundation
- Tulsa Community Foundation
- The California Endowment
- The Kresge Foundation
- The Duke Endowment

² Barrett, W. (2019) The largest U.S. Charities for 2016, Forbes

³ Top Nonprofits: Top 100 Nonprofits on the Web

⁴ National Philanthropic Trust (2017)

Youth Worker

- Boys and Girls clubs of America; www.bgca.org
- Boy Scouts of America; www.scouting.org
- Camp Fire USA; www.campfire.org
- Girls Incorporated; www.girlsinc.org
- Girl Scouts of the USA; www.girlscouts.org
- National 4-H Council; www.fourhcouncil.edu
- YMCA of the USA; www.ymca.net
- YWCA; www.ywca.org

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<https://www.presby.edu/campus-life/career-professional-development/>