

Membership Manager

Exploration Place, Wichita's premier science center, is seeking to fill the position of our **Membership Manager**. The Membership Manager will be responsible for administering strategies for building and maintaining the membership program, including: develop and implement strategies to identify and solicit new prospects, upgrade and renew current members, increase member retention, execute the plan for membership renewal, lapsed members and new prospect solicitation. The membership manager also serves as the Manager of our Volunteer Program, supervising and assisting the Volunteer Coordinator. The Membership Manager will also be responsible, in conjunction with the Director of Development, in developing and implementing policies and procedures of both areas. Knowledge of the use of Blackbaud's Razors Edge is preferred. Excellent communications skills and ability to represent Exploration Place to the public and media are essential. Apply with **Human Resource, 300 N McLean Blvd, Wichita, KS 67203**, or email dbrown@exploration.org EEO.