

Fundraising Research Learning Designer

Job Title:	Fundraising Research Learning Designer
Location:	Virtual – fully remote work
Position Type:	3-month contract - 20 hours per week Preferred start date: February
Benefits:	Does not qualify for benefits
Compensation:	\$30-\$50 per hour
Reports To:	CEO and Managing Member, Jennifer Filla

Do you light up when explaining how to research a prospect? Get excited about creating the perfect infographic? Love the "aha!" moment when someone finally gets it? We're looking for someone who gets as much joy from teaching as from doing the work itself.

Role Overview

Aspire Research Group LLC ("Aspire") is seeking a creative and detail-oriented Learning Designer **with knowledge and experience in fundraising, research, and prospect management** to design and develop engaging workshop materials and training content for its Prospect Research Institute.

The ideal candidate combines the curiosity and methodical approach of a researcher with the creative and nurturing approach of a teacher. You'll work directly with CEO Jen Filla on a 3-month contracted project to develop the 2026 Prospect Research Institute workshops, with potential for additional work if all goes well.

What You'll Do

- **Design comprehensive workshop content** focused on fundraising, research, and prospect management that trains people step-by-step
- **Create visually compelling materials** using PowerPoint, Canva, and other design tools—infographics, presentations, and graphics that make complex concepts accessible
- **Develop engaging homework and activities** with real-life examples that reinforce learning objectives and are genuinely fun
- **Collaborate closely** with the Aspire team and Institute Research Asset members to identify training needs and translate them into effective learning materials
- **Ensure content quality** by representing fundamental best practices while guiding learners to adapt content to their own organization's culture
- **Stay current** with trends in fundraising, research, and prospect management to keep content accurate and relevant

Learning Designer – Job Description

- **Obsess over outcomes:** How will you know if learners achieved the learning objectives? Is the content engaging? Does it accommodate different learning styles?

What You Bring

Required

- **Experience in fundraising, research, or prospect management** (we value practical knowledge over specific titles or years)
- **Strong visual communication skills** and advanced PowerPoint abilities
- **Creativity and attention to detail** with ability to transform complex concepts into accessible, engaging materials
- **Systematic approach** to content creation with focus on learning outcomes over information overload
- **Excellent written and verbal communication** skills
- **Self-motivation and reliability** with ability to balance independent work and knowing when to ask for help
- **Comfortable with virtual collaboration** (Teams, Zoom) and meeting weekly check-in commitments

Valued (but we can teach you)

- Background in instructional design or curriculum development
- Graphic design skills (Canva or similar tools)
- Familiarity with fundraising CRM databases and research platforms (e.g., Kindsight, iWave, DonorSearch, Lexis Nexis)

Your Working Style

- Thrive with autonomy in a dynamic, do-it-yourself environment
- Adaptable and enthusiastic about learning new tools
- Collaborative team player who communicates proactively
- Passionate about creating content that drives measurable outcomes

Requirements

- Fluent business English (reading and writing)
- Available for weekly video meeting check-ins
- Reliable high-speed internet connection

Learning Designer – Job Description

- Ability to work on your own computer in a Microsoft Teams environment
- Based in USA preferred, but not required

About Aspire Research Group LLC

Aspire helps major gift teams partner with research and prospect management, focus on the best relationships, and go bold to become unstoppable major gift closers. We deliver on this mission by being Strategic Partners, Researchers, and Trainers to our clients.

Our 7 Core Values:

1. Think like a fundraiser
2. Build open and honest relationships with communication
3. Do more with less
4. Embrace and drive change
5. Use Ethics as a guide
6. Be adventurous, creative, and open-minded
7. Be passionate and determined

Commitment to Diversity

Aspire Research Group is committed to building a diverse and inclusive team. We believe diverse perspectives strengthen our work and better serve the fundraising community. We strongly encourage applications from candidates of all backgrounds, experiences, and identities, including people of color, LGBTQ+ individuals, people with disabilities, veterans, and individuals from underrepresented groups in the fundraising and education sectors.

How to Apply

- Submit your application here: <https://spire2.wufoo.com/forms/learning-designer-job-application>
- Use the link provided in the application to upload your resume and any work samples or other supporting documentation
- Look for a confirmation email
- We will be scheduling phone interviews over the next couple of weeks and then inviting some candidates back for a full interview and skills assessment
- The goal is to respond to every applicant, but that is not always possible. Once we have made a hire, our company website About>Careers page will be updated to reflect that the position is closed.