**CRM Specialist**

Type of Job: Part-time Administrative

The Placitas Community Library seeks a CRM Specialist to manage the library's CRM donor and volunteer database. This role oversees data integrity, gift processing, financial reconciliation, and report generation. The position ensures that the library has accurate data to track volunteerism, optimize donor engagement, and enhance fundraising campaign performance. Experience, education, or training in business information systems or gift processing platforms is required. The position is 15 hours a week onsite at the library.

How to apply: send a cover letter and a resume to:

PCLboardchair@placitaslibrary.com

**Please list CRM Specialist Candidate in the email subject line**

Salary: $30/hr. plus 7 days PTO for vacation or sick leave per year, plus all federal holidays

**CRM Ad (poster)**