|  |  |  |
| --- | --- | --- |
| Skills | Experience | Competence |
| \_\_\_\_Organization & Coordination skills\_\_\_\_Good Interpersonal SkillsWriting\_\_\_\_Reports\_\_\_\_Press Releases\_\_\_\_Flyers\_\_\_\_Grant/Proposal Writing\_\_\_\_Public Speaking\_\_\_\_Interviewing\_\_\_\_Program Planning\_\_\_\_Problem Solving\_\_\_\_Computer Skills\_\_\_\_Language Skills\_\_\_\_Accounting Knowledge \_\_\_\_Administration of \_\_\_\_Gifts/Database\_\_\_\_Volunteer Management\_\_\_\_Marketing\_\_\_\_Project Management | **\_\_\_\_Deep sector-specific knowledge****\_\_\_\_Understanding and valuing diversity** **\_\_\_\_Strategic Planning****\_\_\_\_Annual Giving** **\_\_\_\_Special Events****\_\_\_\_Major Gifts****\_\_\_\_Board Governance and Training****\_\_\_\_Planned Giving****\_\_\_\_Capital Campaign****\_\_\_\_Stewardship (Donor Recognition)****\_\_\_\_Executive Management****\_\_\_\_Online Fundraising and Social Media****\_\_\_\_Corporate/Foundation \_\_\_\_Relations****\_\_\_\_Donor Development****\_\_\_\_Prospect Research****\_\_\_\_Direct Mail** **\_\_\_\_Making The Ask****\_\_\_\_Preparing A Case Statement** | **\_\_\_\_Strategic Thinker****\_\_\_\_Relationship Builder****\_\_\_\_Collaborative Decision-Maker****\_\_\_\_Entrepreneurial Achiever****\_\_\_\_Effective Communicator****\_\_\_\_Change Leader****\_\_\_\_Inspiring Motivator****\_\_\_\_Maturity****\_\_\_\_Creativity****\_\_\_\_Flexibility****\_\_\_\_Empathy****\_\_\_\_Sensitivity****\_\_\_\_Adaptability** |

Nonprofit Skills List

Check off topics you would like to cover with your mentor/mentee.

Remember to think about these skills in terms of what is needed for your current position and skills you would like to develop for the future.