|  |  |  |
| --- | --- | --- |
| Skills | Experience | Competence |
| \_\_\_\_Organization & Coordination skills  \_\_\_\_Good Interpersonal Skills  Writing  \_\_\_\_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.