

WE'RE HIRING

REMOTE | PART-TIME CONTRACT | \$25-40/HOUR | START: NOVEMBER 2026



ABOUT US

Patronicity is a civic crowdfunding platform that helps residents fund the projects that make their communities better — parks, murals, trails, gathering spaces, small business improvements, and more. Founded in Detroit in 2013, we empower citizens to invest in their communities. Through a model we call 'crowdgranting,' we partner with state agencies and nonprofits to match local crowdfunding with grant dollars.

We are a small, fully remote team. The people we work with are city staff, nonprofit directors, business owners, and neighborhood volunteers — many of whom have never run a crowdfunding campaign before. Our job is to make that first campaign feel possible.

**Are you driven to support vibrant communities?
Are you a people person with personal
organization skills? Passion is an essential
starting block to joining our team.**

ABOUT THE ROLE

We're hiring a **Project Coach** to cover a team member's parental leave and keep two of our largest programs running smoothly:

- **Public Spaces, Community Places** — our matching grant program with the Michigan Economic Development Corporation
- **Sustainable CT Community Match Fund** — our matching grant program with Sustainable CT

You'll be the main point of contact for project leaders from the moment they express interest through the end of their campaign and final payout. That means coaching, technical assistance, and a lot of patient teaching.

This is a temporary contract role covering **January through July**, with training beginning in November. There is real potential for it to grow — in hours, in scope, and into a longer-term part-time or full-time employee position with benefits — if additional program partnerships come through. We'll be candid with candidates during interviews about where those conversations stand.



JOIN OUR TEAM



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KEY RESPONSIBILITIES

As Project Coach, you will be responsible for intake, project management, and partner communications.

- Hold initial vetting calls to understand the project and walk through program guidelines.
- Help project leaders effectively tell their story, providing feedback and tips for success.
- Keep project records organized across shared drives, dashboards, and tracking spreadsheets.
- Stay responsive and be available to answer calls and emails throughout the campaign timeline.
- Send close-out communications, verify offline donations, and collect final agreements.
- Join weekly check-in calls with program partners and the Patronicity team.

Program volume shifts with funding and season. If new partnerships come online, the workload will grow accordingly.

DETAILS

10–15 hours per week during onboarding in November and December, increasing to **25+ hours per week** from January through July as program demand builds.

Fully remote. Open to candidates **anywhere in the U.S.**, with a preference for MI, IN, CT, or MA, and availability during EST business hours.

\$25–40 per hour, depending on experience. This is a contract position to start.

ABOUT YOU

You do not need crowdfunding experience or years of nonprofit work behind you. Our ideal candidate has a strong passion for community, creativity, and empowering others.

- **Strong communication skills.** Most of this job is over email and video calls. Able to communicate effectively with both a first-time fundraiser and an executive board.
- **Customer service oriented.** Be warm, responsive, and adaptable to project creators and their needs and schedules.
- **Encouraging and supportive.** When someone is nervous about technology or unsure whether their idea is good enough, you're the reason they keep going.
- **Organized self-starter.** Manage multiple projects, each at a different stage and with its own paperwork. You track next steps, set your own schedule, and follow up.
- **Technical skills.** We mainly work in Google Workspace and Slack, plus our own platform and partner dashboards. Learn new tools quickly and be comfortable walking others through them.

Experience in fundraising, crowdfunding, grant administration, community development, customer support, or municipal or nonprofit environments is a plus, but not required.

APPLY NOW

Sound like you? Complete our short application at patronicity.com/apply and email your resume and cover letter to ebrahim@patronicity.com. Applications are reviewed on a rolling basis, and we're aiming to have someone hired in November.