

There is an exciting new opening at the Anti-Defamation League for a Director of Development.

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About the Anti-Defamation League

The Anti-Defamation League (ADL), founded in 1913, is the nation's premier civil rights and human relations agency. ADL fights anti-Semitism and all forms of bigotry, defends democratic ideals, and protects civil rights for all.

Our initiatives in classrooms counteract bias and bigotry in the community. We also provide education and outreach, including pro-Israel advocacy, to the community and international diplomatic corps. Additionally, our trainings, resources and collaborations on hate crimes and extremism for law enforcement are unsurpassed.

The Los Angeles region covers the counties of Los Angeles, San Bernardino, Riverside and Kern. ADL's work is especially relevant in Greater Los Angeles where so many different cultures and communities live side-by-side. The region's Latino Jewish Roundtable, Asian Jewish Initiative and its programs for Catholic educators create opportunities to bring diverse communities together.

Nationally, ADL generates close to \$56 million in revenues each year with 26 regional offices around the country. The Los Angeles office houses a staff of 24, including a development team of six, and is responsible for generating \$5.5 million annually.

About the Opportunity and the Position

ADL is at a very exciting inflection point of transition and growth. It is investing heavily in its philanthropic program throughout its network of 26 regional offices. The search for a new Director of Development (DoD) for the Los Angeles region is part of this transformation. This region is known for developing innovative programs that have been replicated across the country and abroad. Programs span across these broad initiatives: Civil Rights, Education, Intergroup, Community Outreach, and Law Enforcement. Examples of programming include fighting unfair practices directed towards immigrants, building peer training programs in middle and high schools that create social change, and training law enforcement personnel on issues of hate crimes, extremism, and domestic terrorism. The DoD in Los Angeles will report directly to the Regional Director, Amanda Susskind.

The DoD will be an extrovert, high-energy and well-organized individual with a sense of urgency about the mission to fight anti-Semitism and bigotry of all kinds. This is the largest region outside of New York and the potential to grow the campaign significantly is available to someone with drive and intelligence. The Regional Director is seeking someone with strong leadership, management and major donor development skills. A history of reaching out to community and business leaders is essential. The region raises funds through a variety of programs, direct solicitation, and events.

The DoD will be responsible for establishing a strategic development plan with a focus on identifying, cultivating, and securing individual leadership gifts, managing a development team of six, and overseeing a program for young professionals, and Board management. The DoD will be responsible for directing all ADL fundraising in the region served by the office. To this end, the DoD will prepare annual fundraising goals and budgets in consultation with the Regional Director, lay leadership and ADL's Community Support Center (CSC). ADL's CSC is based in New York. The DoD will most directly work with the Office of the CEO Jonathan Greenblatt and the staffs of Senior Vice President of Growth Fred Bloch, Vice President of Philanthropic Partnerships Beth Nathanson.

The successful candidate will articulate ADL's mission with genuine passion, in support of a strategic vision that compels the interest and support required to achieve critical funding milestones.

Key Responsibilities

Leadership

Collaborate with the Regional Director to implement, improve, and develop the strategic vision for ADL

Direct fundraising activities related to engaging the Regional Director and partnering on donor visits

Foster a "culture of philanthropy" for the regional office

Build upon and oversee the Glass Leadership Program and outreach to the Next Gen young professionals

Serve on the region's senior management team

Retain/recruit, motivate, evaluate and lead a professional development and administrative staff in the Los Angeles office. This includes the management of administrative and personnel matters for the department to fulfill national and regional directives and policy

Fundraising and Leadership Giving

Plan, organize and manage the annual fundraising campaign in collaboration with the Regional Director and Community Support Center teams. ADL's national outreach to entertainment industry leaders is centered in this office so experience in that industry is preferred. Experience working with high tech, fashion, art, law and financial industry leaders will also be a plus

Write the regional Development Plan and create the Development budget

Monitor effectiveness of regional fundraising efforts and evaluate programs

Organize and implement fundraising events, either directly or through subordinate staff, including corporate and professional dinners, parlor meetings and special events. The region is moving away from "gala" type fundraising to smaller more directed and creative events and initiatives such as concerts, comedy nights, high end parlor meetings, and art auctions. Creativity and willingness to take bold initiatives to implement this transformation are essential.

Write speeches, press releases and promotional materials for fundraising events

Perform duties of a major gifts/principal gift fundraiser, including cultivating donor relationships, soliciting gifts, and ensuring timely and personalized stewardship

Oversee the roll-out of several mail campaigns targeting existing and prospective individual donors

Oversee the administration of key fundraising activities, including special events, planned giving, and foundation and corporate relations

Participate with and support CSC initiatives, policies, and staff development

Initiate and respond to media contacts to promote an awareness of ADL fundraising events and honorees.

Board Management (in conjunction with the Regional Director)

Oversee the Regional Board's development strategy and implementation

Support the Regional Director in the recruitment of Regional Board members, onboarding, and Board communications

In partnership with the Director, oversee the Development Committee and the Nominating and Advancement Committee

Staff Management

Ensure that staff are properly hired, trained, supported, and guided, and that their professional development is nurtured

Create a positive work environment that promotes collaboration, innovation, and teamwork

Devise a system of metrics and strategy for measuring progress toward goals and evaluating overall performance; conduct mid-year and annual evaluations

Key Qualifications

All candidates must demonstrate the following:

Six to ten years of community fundraising experience in a volunteer environment. Experience in direct solicitation and closing gifts required

Event planning experience

A familiarity with Los Angeles area philanthropic community and donor cultivation. Experience in the entertainment industries, including sports, high tech, art, comedy and music, preferred

5+ years of team leading/management experience

Proven success soliciting and closing 6- and 7-figure gifts from individuals and/or family foundations

The strategic planning skills necessary to lead the development staff towards a higher level of income generation

Outstanding communication skills: written and presentation

Commitment to mission

Highly motivated, confident, resilient, and flexible

Strong board management/volunteer experience

Facility with metrics/performance goals and analytics

Experience developing board members and increasing their level of participation in the fundraising process

Preferred but not required:

General knowledge of the Greater Los Angeles philanthropic community

Experience working in a regional office of a national organization

Experience with Planned Giving and Corporate Giving

Please email your cover letter and resume in confidence to:

martin@shirleyassociates.com Put "ADL-DOD" in the message header.

For more information about Anti-Defamation League, please visit www.adl.org

For more information about Shirley & Associates, please visit www.shirleyassociates.com

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