

Blount Mansion Association, *The Birthplace of Tennessee*, Seeks Part-Time Development Officer

Blount Mansion Association seeks a part-time development officer (60-80% FTE) to lead our ongoing development and membership activities and to assist with special events related to fundraising. The position reports to David Hearnese, Executive Director.

Position responsibilities

- Manage annual fund
- Co-lead 2-3 annual fundraising events
- Work with board members and build relationships with donors, stakeholders, and East Tennessee community leaders

Blount Mansion Association will celebrate the 100th anniversary of its founding in 2025, and this position will play a critical role in development and activities related to this significant milestone in the organization's history.

Required qualifications

- Bachelor's degree
- Fund development experience – minimum of 5 years
- Established background in successful nonprofit donation strategies and activities/events with fundraising results
- Ability to work with CRM nonprofit software, donor databases, and other fundraising technology
- Ability to work independently

Applications will be accepted through March 31, 2024, and early submissions are encouraged. Please send application materials (resume, cover letter and two professional references) to David Hearnese, Executive Director – director@blountmansion.org

Blount Mansion Association is the privileged caretaker of the 1792 Blount family home, the adjacent 1818 Craighead Jackson House, and a public garden site on the property. Blount Mansion is Knoxville, Tennessee's only National Historic Landmark and the city's oldest operating museum. The following link provides an overview and additional information: