

## Position Description

# Senior Generosity Officer

As Immerse Arkansas expands in Central Arkansas, we are looking for a **Senior Generosity Officer** who will help execute a growing donor-centric major gifts program, working closely with the Director of Generosity to ensure that these efforts are integrated with all of Immerse's existing development and outreach work. The Senior Generosity Officer will be instrumental in driving Immerse's mission forward, working to meet annual generosity goals while pursuing strategic fundraising opportunities and cultivating meaningful relationships.

## Role description

Reporting to the Director of Generosity, the Senior Generosity Officer will:

1. Manage a major gifts portfolio, qualifying, cultivating, soliciting and stewarding these individuals by conducting on average at least 20 in-person visits and 100 touch-points each month, meeting with and reaching out to current and prospective donors.
2. Cultivate and expand donor relationships and integrate planned gift commitment goals.
3. Monitor weekly, monthly, quarterly and annual data to achieve major and planned gift commitment goals.
4. Initiate and manage prospect research on individuals through the organization's files, giving records, online resources and through donor giving databases.
5. Work with team members to ensure donor and prospect outreach are on brand, on message and on strategy.
6. Ensure that all aspects of donor giving are accurately recorded and reported and that all donor/prospect tracking is consistent with protocols.
7. Serve as a member of the development team and participate in selected program and internal meetings.

**Qualifications:** All employees will be thoroughly committed to Immerse's mission. The ideal candidate will embrace Immerse's values of **with**, **worship**, and **scrappy**. All candidates should have the following qualifications and experience:

**Education:** Bachelor's Degree with a preference in a Communications or Marketing-related field.

**Experience:** 5 + years managing a major gift portfolio. Demonstrated expertise in moves management with a proven track record of raising \$1M+ annually.

### **Additional Requirements:**

- Direct donor and prospect interaction with skills in cultivation, solicitation and stewardship.
- Entrepreneurial and creative approach to relationship-based fundraising.
- Voracious commitment to learning.
- Strong people skills. Able to form effective working relationships with a wide range of people.
- Strong organizational skills and ability to drive multiple simultaneous projects to completion.
- Excellent verbal and written communication, presentation and research skills.
- Excellent project management and organizational skills with high attention to detail.
- Experience with working in Word, Excel and databases.
- Must live in Central Arkansas.
- Must demonstrate a commitment to the value of cultural competency.
- Must have a valid driver's license, reliable transportation and be able to travel within the assigned region.
- Must successfully complete the required background checks and drug screening.
- Must maintain current certification in CPR, First Aid, and other certifications as determined.
- Must be willing to work onsite as this is not a remote position.

**Salary range: \$75,000 - \$85,000**

## About Immerse Arkansas

Immerse Arkansas was founded in 2010 with the mission of helping transform youth from crisis into overcomers. The nonprofit organization serves youth between the ages of 14 and 24, whose past trauma and challenges have created barriers to becoming independent, healthy, successful adults.

Immerse Arkansas works with youth and families to address the underlying trauma resulting from abuse or neglect. We believe that when we surround youth from crisis with unconditional relationships, a vision for their restored future, and tools that anticipate their needs and dreams, we create a climate for healing, growth, and transformation.

Immerse is a collaboration of redemptive innovators who pair ambitious faith with strategy in all pursuits, especially anything labeled as "impossible." We're hungry for healing for all, and we're especially interested in those who have been counted out. We are looking for someone who fits that description to lead one of our programs working directly with youth from crisis ages 14-24. The Senior Generosity Officer is a full-time, salaried on-site position.

## To apply

To apply, please send your resume and cover letter to [mfinnie@immersearkansas.org](mailto:mfinnie@immersearkansas.org) with "**Senior Generosity Officer**" as the subject line of the email.