

## Major Gifts Officer – United Way of South Hampton Roads

Do you want to leave work every day knowing that you made an impact? At United Way of South Hampton Roads, you'll work in a fun and supportive environment where every day is a new opportunity to make a difference. If you talk to our employees, the single trait we all have in common is passion. We love what we do, and we do it with conviction and purpose because we know how much our community needs us. You'll learn from some of the best in the business and be constantly challenged in an ever-changing industry. If you want to be great while doing good, join the United Way team.

Reporting to the Vice President of Resource Development, and working closely with a strategic campaign partner (The Curtis Group), the Major Gifts Officer will manage a portfolio of 100+ current and prospective donors and will be expected to identify, qualify, cultivate, solicit and steward these individuals, corporations and foundations. This individual will also be expected to lead efforts to maximize funding for UWSHR's Foundation including developing goals, strategies and systems that lead to a high level of growth. This successful candidate needs to be a forward thinking, and experienced fundraising professional who can be a highly collaborative member of the Development Team, and close partner to our outstanding volunteer and executive leadership teams.

### Summary

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### Responsibilities

- Work closely with the VP of Resource Development to determine key metrics, accountability and reporting mechanisms aligned with performance, growth and gratitude objectives for Major Giving and the Foundation.
- Develop strategies for growth in the endowment & cultivation of donor base for increasing actual and planned gifts.
- Provide leadership in the identification and recruitment of Foundation Board Members/Cabinet Members.
- Successfully manage a portfolio of high-level donors and prospects and build deep donor relationships with assigned individuals and organizations.
- Develop a specific strategy to continually identify, cultivate and solicit individuals and organizations capable of making major gifts to the organization.
- Assist the VP of Resource Development and CEO in scheduling and strategic relationship building.
- Ensure all donors receive appropriate, prompt acknowledgement and updates on the impact of their gifts.
- Support and attend key leadership fundraising events.
- Work with the VP of Resource Development to develop a multi-year Indiv. Giving/foundation fundraising plan.
- Other duties as assigned.

### Requirements

- Bachelor's Degree
- Seven(+) years of fundraising management experience
- Three(+) years of foundation fundraising highly preferred
- Ability to handle complex situations with tact and pose, appropriately representing the UWSHR brand.

- Successful experience in developing cultivation and solicitation strategies for a portfolio of donors and prospects
- Demonstrated initiative and commitment to achieving and exceeding results
- Ability to plan and implement long- and short-range development initiatives to meet established priorities
- Strong interpersonal skills and the ability to effectively communicate with a wide range of individuals and constituencies
- Strong interpersonal skills, as well as problem-solving, research, analytical, organizational, and verbal/written communication skills
- Ability to understand the needs and interests of leadership and major gift donors
- Working knowledge of database software; Microsoft Office skills are required
- Must be willing to travel and must have a driver's license; weekend and evening work will be required

***Interested? Please send your resume to [humanresources@unitedwayshr.org](mailto:humanresources@unitedwayshr.org). We will continue accepting applications until the position is filled.***