



Position Announcement

Major Gift Officer

Application Dates:

March 9, 2021 (open) Until Filled.

Resumes will be reviewed on rolling basis until position is filled.

About Us:

Since 1981, the Foodbank of Southeastern Virginia and the Eastern Shore, a member of Feeding America™ and the Federation of Virginia Food Banks, has been providing food for hungry people throughout Southeastern Virginia and on the Eastern Shore. In support of our mission, which is “leading the effort to eliminate hunger in our community” - the Foodbank has distributed over 300 million meals throughout our 4,745 square mile service area, which includes the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, Franklin and Virginia Beach as well as the counties of Southampton, Northampton, Sussex, Isle of Wight and Accomack. For up-to-date information on the Foodbank, visit www.foodbankonline.org, Facebook, or Twitter.

Basic overview of the Major Gift Officer position: The Major Gift Officer (MGO) is a key member of the Foodbank’s Development Department and works collaboratively with development staff, members of the leadership team, programming staff as well as board members and volunteers in raising private funds to support the Foodbank’s mission through major and planned gifts.

Core Functions of the Major Gift Officer Position:

- Deepening relationships with current individual, corporate and foundation groups.
- Engaging new major gift prospects.
- Working to implement a more systematic moves management system with the development director.

This is what makes this role exciting and interesting:

- The opportunity to be the first person in this position. They can really mold the role to be their own.
- The Foodbank has been experiencing unprecedented growth in donations during a time many other nonprofits are experiencing a downturn. Ensuring the new donors are appropriately stewarded and captured is exciting.

This is what makes this role challenging:

- The development team leadership are new to their roles.
- The team will be undergoing a transition to a new CRM.
- Some development systems are currently being rebuilt.

Here’s the meaningful impact of this role:

- The opportunity to ensure that their neighbors are receiving meals during a challenging time.
- The opportunity to not only ensure people are fed, but to address the root causes of food insecurity, moving the needle on ending hunger in the community.

We’re looking for a person who is eager to promote a diverse workplace through a keen ability to interact effectively with individuals from diverse backgrounds, experiences and personalities and who possesses the following:

- A Bachelor’s Degree in social work, human services, public administration, counseling or other related field of study.
- Minimum five years fundraising experience or equivalent combination of education and experience.
- **Must have:**
 - Must be detail oriented.
 - Willingness to be a part of a team that has a lot of experience, but is new to the organization.

- Must be someone who is looking to be a part of a fundraising team – not someone looking to be a one person team.
- **Key Traits associated with this role:**
 - Comfortable working outside the office.
 - Someone who is genuine (whether polished, friendly, data driven).
 - Has the ability to make genuine connections.
 - Can view their role as a development role or an advancement role rather than a fundraising role.
- **Bonus Skills Experience:**
 - Experience as a Philanthropy Director/Manager/Officer.
 - Experience as a Donor Relations Director/Manager/Officer.
- **Other:**
 - The Major Gifts Offer reports to the Director of Development.
 - Must be open to local, regional and national travel; infrequent overnight travel required for training and conferences.
 - Work hours and days of the week vary depending on tasks, meetings, projects, events; position may require weekend and night work --- **this is not a remote work position.**
 - Work location: 800 Tidewater Drive, Norfolk, VA 23504.
 - Job Type: Full-Time with Benefits.

Benefits: Health Insurance, Paid Time Off, 12 Paid Holidays, Employee Development Program, Scholarship Program, 401K.

Salary Range: \$62,703 - \$85,000.

How to Apply: <https://foodbankonline.org/about-us/careers/> or email cover letter and resume to orfrecruiting@foodbankonline.org , Subject: Major Gift Officer Position

The Foodbank of Southeastern Virginia and the Eastern Shore is committed to the full inclusion of all qualified individuals. If a reasonable accommodation is needed to complete the application process please contact the employer directly at orfrecruiting@foodbankonline.org.

The Foodbank of Southeastern Virginia and the Eastern Shore is an Equal Opportunity Employer. The Foodbank encourages applications from qualified persons of every race, ethnicity, national origin, religion, sex, age, veteran status, sexual orientation, and disability.