DEVELOPMENT CONSULTANT
Opportunity Profile

Role: Campaign Manager and Development Strategist
Status: Temporary, four to six months, part-time, independent consultant *
Reports to: Founder, CEO
Date: June 2020

SCOPE OF WORK

The Campaign Manager and Development Strategist consultant will assist management in planning and implementing a development strategy to cultivate relationships, identify and engage donor prospects, secure gifts from individuals, public and private foundations, and corporations, and develop a long-term deferred giving program. Additionally, consultant will actively assist management in raising $500,000 as a dollar-to-dollar match with a $500,000 grant commitment from a private foundation.

PRINCIPAL CONSULTING DUTIES

Philanthropic Strategy and Donor Cultivation:

- Primary initial focus on raising $500,000 matching grant funding.
- In partnership with the Founder/CEO and team members, develop strategies to cultivate, grow and solicit a portfolio of donors and prospects with a focus on major gifts and planned giving. Assist in identifying new opportunities for fundraising at both the individual (major donor) and institutional levels. Partner with and guide the Founder/CEO’s engagement with donors; ensuring that time spent is highly productive.
- Review and strengthen messaging and communication tools for donor appeals.
- Participate in the gift cycle. Initiate and/or participate in contacts with potential major gift donors, moving potential donors in an appropriate and timely fashion toward donations and fund creation.
- Provide advice and leadership to build a strategic, cohesive, and systematic fundraising program designed to broaden and strengthen development and donor relations and engagement activities, ensuring that development strategies are focused on the Foundation’s mission and vision.
- Develop a strategy to cultivate key relationships with professional advisors (attorneys, wealth advisors, accountants, and trust officers) designed to cultivate and expand current commitments from planned gift donors; help to build a robust pipeline of deferred giving.
- Assist in managing the development database to ensure quality prospecting, segmenting, trend identification and relationship and communication management.
- Meet regularly with team to plan, execute, and evaluate development strategies.

* Potential for ongoing employment depending on performance and availability of funding
KEY RELATIONSHIPS:

INTERNAL:  
Team Members  
Board Members  

EXTERNAL:  
Donors  
Professional Advisors (estate attorneys, financial planners, CPAs, etc.)  
Development Professionals  
Fundraising Affiliation Groups  

QUALIFICATION REQUIREMENTS  
- High level of proficiency in major gifts, estate planning, planned giving vehicles, and project fundraising  
- Demonstrated ability to identify opportunities, relationships, and partnerships for new revenue generation; must be able to work collaboratively throughout the organization to successfully bring those opportunities to fruition  
- A builder with a demonstrated ability to bring organizations to new levels of philanthropic success  
- Track record of obtaining significant funding from a range of sources, including major donors and foundations  
- Strategic thinker with capacity to see both the big picture and the detailed steps needed to achieve organizational goals  
- Proficiency in both written and verbal presentations, as well as the ability to interact with management, board of directors, donors, and community influencers  

EDUCATION and EXPERIENCE  
- Bachelor's degree in relevant major with seven to ten years demonstrated professional leadership in the field of fundraising  
- Certified Fundraising Executive (CFRE) designation preferred  

COMPENSATION  
- $6,000/month for a five-month contract. Potential to grow into a permanent, full-time position depending on performance and availability of funding.

HOW TO APPLY  
- Submit a cover letter and resume to info@sdsclf.org