

Job Posting: Capital Campaign Consultant

Brad Cecil & Associates (BCA) is a leading multi-channel marketing and full-service strategic fundraising agency exclusively serving non-profits. BCA's agency culture is one that values compassion for the world around us and a deep desire to make a difference in it. Ideal candidates are motivated by the missions of our clients, which primarily focus on human services.

**Position Summary:**

We are currently seeking an individual who will be a leader in the Capital Campaign Department through the execution of capital campaign fundraising strategies and will be responsible for directing major client fundraising programs. This is a senior level full-time salaried position with benefits.

**Responsibilities & Requirements:**

- Leads campaigns and provides recommendations for ideation and strategy for individual, corporate, foundation and organization donors.
- Develops core messaging and case for support.
- Provides direct consultation for client leaders and volunteer leaders, including planning and implementation of campaign strategy and coaching.
- Creates and contributes to the thoughtful creation of communications, such as grant proposals, presentations, personal appeals, letters, brochures, email outreach, etc.
- Produce and maintain various campaign activity reports
- Oversees and provides guidance for prospective donor research.
- Plans, executes and completes fundraising feasibility studies and all associated components.
- Ensure accountability and manage campaign activity through regular check-ins with clients.
- Manages daily activities of a capital campaign coordinator or manager.
- Demonstrated ability to contribute to team effort.
- Ability to travel.

**Education:**

- Bachelor's Degree in Non-profit, Business, Social Work, Marketing, Communication, Public Relations or related field required.

**Experience:**

- 5-8 years related work experience with marketing or non-profit organizations.
- 1-3 years supervisory experience.
- Agency experience a plus but not required.
- CFRE certification a plus but not required.

**Skills:**

- Comprehensive competency in major gift fundraising strategies across all donor types, especially capital campaign strategies and ability to clearly communicate those to clients.
- Ability to diplomatically lead, direct, mentor and guide.
- Ability to communicate at a high level with agility to be tailored to a variety of different audiences.
- Excellent project management skills including successful leadership of projects from planning phase through completion.
- Position requires excellent verbal and written communication skills and extreme attention to detail.
- Proficient in MS suite and all applicable platforms.

To be considered for this opportunity, please send your resume and cover letter to [careers@cecilcommunication.com](mailto:careers@cecilcommunication.com). A cover letter must be sent in order to be considered for the position.