



**Position Title:** Senior Development Manager

**Reports to:** Infinite Hero Foundation Executive Director

**Location:** Remote. This position is remote; however, candidates must be located in Orange County, California, or the immediate surrounding area to support local relationship-building and community engagement.

The Senior Development Manager serves as the lead fundraising professional for Infinite Hero Foundation, responsible for building, executing, and strengthening a comprehensive fundraising program in close partnership with the Executive Director.

This is a hands-on leadership role within a growing nonprofit organization. The Senior Development Manager will drive revenue growth across individual giving, corporate partnerships, foundation support, and special events while building systems and relationships that support long-term sustainability. This role places particular emphasis on securing major gifts and building long-term relationships with high-capacity donors and expanding support across corporate partnerships, foundation grants, planned giving, and strategic events.

Working collaboratively with the Executive Director, this role will help shape fundraising strategy, deepen donor engagement, and expand Infinite Hero Foundation's philanthropic reach. The ideal candidate is both strategic and execution-oriented—someone excited to build, grow, and scale development efforts in a mission-driven environment.

### **Essential Duties & Responsibilities**

- Manage and execute Infinite Hero Foundation's fundraising efforts in partnership with the Executive Director, including major gifts, events, partnerships, and donor engagement initiatives, in alignment with organizational goals and budgetary needs
- Partner closely with the Executive Director to plan, lead, and execute fundraising and awareness campaigns, serving as a key thought partner in setting priorities, goals, and timelines
- Develop and implement fundraising initiatives aligned with annual revenue goals established in collaboration with the Executive Director
- Build, cultivate, and steward a growing portfolio of individual donors, corporate partners, and volunteers, with an emphasis on long-term relationship building and increased giving over time
- Serve as an external ambassador for Infinite Hero Foundation by representing the organization at networking meetings, conferences, and industry events
- Identify, research, and pursue new partnership opportunities within existing and emerging markets

- Develop, prepare, and present customized proposals, sponsorship packages, and presentations to prospective and existing partners
- Lead the planning and execution of fundraising events, including golf tournaments, auctions, and donor engagement gatherings, ensuring alignment with organizational goals and revenue expectations
- Analyze donor trends, giving patterns, and partnership opportunities to inform fundraising growth strategies
- Lead donor stewardship and recognition efforts in partnership with the Executive Director, ensuring meaningful engagement, transparency, and retention
- Manage donor data integrity and outreach tracking within the organization's CRM, ensuring accurate reporting and informed decision-making
- In collaboration with the Executive Director, lead the development and oversight of fundraising and donor communications—including digital content, newsletters, outreach, and collateral—ensuring consistency with organizational messaging while strengthening donor relationships and expanding the organization's reach
- Design and manage direct mail and digital fundraising campaigns, evaluating performance and optimizing results
- Clearly and compellingly articulate Infinite Hero Foundation's mission, vision, and impact to donors, partners, and the broader community
- Collaborate with the Executive Director to develop fundraising goals, event budgets, and timelines, and to monitor performance against organizational deliverables
- Travel to key Infinite Hero Foundation events, donor meetings, and partnership opportunities as needed

### **Position Details**

- Familiarity with the military or veteran sector is valued, though not required.
- This is a collaborative, high-impact role within a lean and mission-driven team, ideal for a self-starter who thrives in an entrepreneurial environment.
- Fundraising experience is required.
- Travel: Local travel within Orange County for donor meetings, events, and networking is required. Occasional national travel will be expected to support key Infinite Hero Foundation events and partnership opportunities.
- Location: This is a remote position; however, candidates must reside in Orange County, California, or the surrounding area to effectively support in-person relationship-building and community engagement.

### **Compensation**

Salary range: **\$75,000–\$80,000** commensurate with experience

This is an ideal opportunity for a development professional ready to take ownership of a growing fundraising program and build sustainable revenue strategies alongside executive leadership. As fundraising revenue and infrastructure expand, there is opportunity for increased leadership scope and advancement within the development function. The position includes an annual performance review with opportunity for merit-based salary increases based on individual performance and overall organizational fundraising growth.

### **To Apply**

- Email your cover letter and resume to [info@infinitehero.org](mailto:info@infinitehero.org)