



Greater Baton Rouge Food Bank
10600 S. Choctaw Dr.
Baton Rouge, LA 70815

Vice President of Development and Philanthropy – Major Gifts

Summary: The Vice President of Development and Philanthropy is responsible for planning, implementing, and measuring all aspects of major gift development activities of the Greater Baton Rouge Food Bank. This includes developing an approach for major gifts and planned gifts that is consistent with the Food Bank's overall development plan.

Job Duties and Responsibilities:

- Collaborate with the President & CEO, the Board of Directors and the development team to create, implement, monitor, and evaluate a major gifts program and a planned giving program for GBRFB.
- Create innovative, effective major gift proposals.
- Make personal calls on prospects to cultivate, solicit and steward major and planned gift donors.
- Present necessary updates to the board and other organizational leaders.
- Work in collaboration with Leadership and Development team members.
- Develop and implement individualized strategies for each prospect/donor in portfolio to increase overall giving levels.
- Develop and maintain meaningful relationships that engage major donors and prospects with the GBRFB mission.
- Research trends and data to create viable major gift strategies.
- Provide prompt, friendly customer service to all donors and stakeholders.
- Monitor critical success measures in major and planned gifts and develop strategies to ensure healthy growth.
- Identifies and contacts planned giving prospects.
- Provide stewardship of donors who have already announced a commitment to planned gifts.
- Work with other staff to develop fundraising strategies for new projects.
- Assist with special events and other functions as needed.

Minimum Qualifications:

- Bachelor's degree; course work or professional certification in related field preferred.
- Minimum of five years of proven performance in a major gift program development role.
- Demonstrated success working directly with a Board of Directors, high-level donors, and/or volunteers in cultivating relationships.
- Strong analysis, planning, team building, and communication skills.
- Demonstrated leadership and excellent interpersonal skills.
- Computer literacy including word processing, database, and spreadsheet programs.
- Ability to interact with the public in a positive manner including individually, with groups, and with the media.
- Valid driver's license and access to a personal vehicle.

Job Type: Full time, Exempt



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Benefits:

- Health insurance
- Dental insurance
- Vision insurance
- Retirement plan
- Paid time off

This is not necessarily an exhaustive list of all skills, duties, responsibilities, efforts, requirements or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, GBRFB reserves the right to revise the job or to require other or different tasks be performed as assigned.

Qualified applications should:

Submit your application online via indeed using the following link: <https://www.indeed.com/job/vice-president-development-and-philanthropy-major-gifts-d3cc0393714bb640> or send your resume directly to Nicole Thibodeaux (nicole@brfoodbank.org) with subject line “Vice President of Development and Philanthropy.”