



**COMMUNITY
FOUNDATION**
of Northern Nevada

POSITION OPENING ANNOUNCEMENT

DIRECTOR OF GIFT PLANNING

The Community Foundation of Northern Nevada, now in its 23rd year of operation, is in search of a seasoned professional to join our team as its Director of Gift Planning. We are a \$140 million Foundation with annual gifts of about \$15 million and annual grants of about the same. Complete information on the Foundation is available through our website at www.nevadafund.org.

The Foundation's mission is ***Connecting People Who Care With Causes That Matter***, and our core work involves working with donors and professional advisors to structure current and future "Legacy" gifts that frequently involve real estate, charitable trust structures, and complex financial and estate planning. The Foundation also serves as Trustee on several charitable trusts, and sometimes serves as Executor/Trustee on estates. The Director of Gift Planning will oversee these activities as well as develop deep and trusting relationships with professional advisors and donors/fundholders.

The Director of Gift Planning position will have high visibility in the community, attending meetings and events that will help grow relationships with high-net-worth individuals and professional advisors, particularly attorneys, accountants, and financial and investment advisors. This full-time position is based in the Foundation's office and plays a very important function in our small, mighty, and fast-paced organization with a reputation for high-quality donor services and community partnerships. We are a fast-growing community foundation with a strong desire to increase our community impact to improve the quality of life for all residents in Northern Nevada.

The Foundation offers a full benefit package including Paid-Time-Off, 100% employer paid medical and dental coverage, 8% employer paid 401k retirement account match, paid holidays and continuing education funding. The salary range will be \$80k-\$90k. We are seeking a professional who is energized by being a critical member of a dynamic team helping to increase philanthropy in our region. Candidates preferred who have professional affiliations as a CFP or CFA, experience as a Trust Officer or Banker, experience in real estate transactions as well as charitable trust administration, and/or a background in law or accounting with a concentration in trusts and estates.

If you're interested in the position, please apply by submitting your resume. All applications will be kept confidential. A complete job description is available. For more information contact Chris Askin, President and CEO, caskin@nevadafund.org, 775-333-5499.