Position: International Development Officer

Department: Major Donors

Report to: International Development Manager

Educational or Certification Requirements: Bachelor’s degree

Experience Requirements: Minimum 5 years of successful fundraising experience for a non-profit or equivalent experience in a related field with field sales or territory management.

Position Summary:
This regional major gift officer position, aka International Development Officer, is responsible for maintaining and increasing funding from major donors in their assigned region through effective identification, cultivation, and solicitation. The focus of this position is to identify and deepen long-term relationships built on a firm understanding of donor interests, passions, and values. The position will work from Pompano Beach, FL, or remotely.

Knowledge, Skills & Abilities Require/Preferred:

- A sound working knowledge of fundraising principles.
- Proven ability to work independently and effectively with donors and as part of a team.
- Proven success in strategic planning and execution of major gift campaigns.
- Proven ability to effectively communicate Cross’ major donor projects and goals.
- Proven ability to manage multiple tasks simultaneously and resolve problems quickly.
- Commitment to Christian-based fundraising.
- Commitment to professional ethics in working with highly confidential, sensitive information.
- Comfort with ambiguity and the ability to respond adeptly to rapidly changing priorities and the ability to work well under pressure.
- Superior oral and written communication skills
- Database management skills and proficiency with Word, Excel, and PowerPoint.
- Ability to travel internationally and domestically several times a year for meetings, donor visits, and gatherings within assigned regions.
- Ability to accompany donors on international vision/mission trips to visit Cross projects in developing countries.

Duties and Responsibilities:

Relationship Management and Solicitation (65%) Act as primary relationship manager for individual donors to reach or exceed annual funding goals; play the lead role in soliciting and
closing major gifts; and meet or exceed the expected level of donor activity each week and month, i.e., a number of calls, asks, personal correspondence, personal visits, etc.

**Cultivation and Stewardship (25%)** Actively thank donors for support, welcome new donors to the organization, and facilitate access to the executive team and other departments.

**Monitoring, Reporting, and Documentation (10%)** Uphold set process protocols for organization and department related to donor records and accurate documentation of all interactions with donors.

We are a Catholic ministry with an ecumenical staff of Catholic, Protestant, and Eastern Orthodox believers working in unity to provide food, water, housing, education, orphan support, medical care, micro-enterprise, and disaster relief — and the love of our Lord Jesus Christ — to the poorest of the poor in more than 30 countries around the world. We believe strongly in unifying Christians in this mission of mercy, and we believe that creating a welcoming work environment for all Christian faiths is essential to achieving our ministry goals.

**Salary**

Salary for this position is $70,000.

**To Apply**

Submit resume to HR@crosscatholic.org