

Job Type

Full-time

Description**About the ELCA**

The Evangelical Lutheran Church in America (ELCA) is one of the largest Christian denominations in the United States, with nearly 3.3 million members in more than 8,900 worshiping communities across the 50 states, Caribbean, and U.S. Virgin Islands. With a vision to live in a world experiencing the difference God's grace and love in Christ makes for all people and creation, the ELCA strives to be a welcoming, thriving, and connected church that introduces people to Jesus so they can discover community, justice, and love.

The Lutheran Center (national office) is located in Chicago, Illinois. A staff of 400, under the leadership of the Presiding Bishop, serve as administrators, advisors, conveners, partners, and resource people for the ELCA and its ministries. Staff lead the work of national, domestic, and global ministries and programs including Lutheran Disaster Response, ELCA World Hunger, Service & Justice, Christian Community and Leadership, and Innovation. We are also home to five of our separately incorporated ministries: The Mission Investment Fund of the ELCA, Women of the ELCA, Lutheran Men in Mission, the ELCA Foundation, and the ELCA Federal Credit Union.

About the position

The Development team within the Office of the Presiding Bishop of the ELCA Churchwide Organization is responsible for engaging donor members from across the ELCA ecology. Through Mission Support and Stewardship, Annual Giving, Institutional Giving, Transformational Giving, and the Development Services team, the Development team seeks to identify, cultivate, solicit, and steward donors of all kinds as they support the variety of ministries the ELCA does as church together.

This position is responsible for cultivating, soliciting, and stewarding philanthropic support of the priority fundraising objectives from individuals for annual major gift support. A Mission Funding Director will manage a portfolio of 100-150 major gift prospects (\$10K and above) and be responsible for cultivating and reaching annual fundraising goals. A portion of the Mission Funding Director's portfolio consists of most generous congregations identified in collaboration with the Director, Congregational Generosity.

This position is responsible for covering Region 2 (Colorado, Nevada, New Mexico, Arizona, California, Wyoming, Utah) and must reside within this geographic territory.

This is a full-time, regular, exempt, remote (location specific) position. This position has responsibilities that will require the individual to live within the geographic territory listed above.

Candidates for this remote position must reside within the fifty United States or the District of Columbia and be authorized to work lawfully in the United States. In compliance with

federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

1. Works actively to identify, define, and acquire funding resources, build new donor relationships, and maintain current high-capacity donor relationships. Work the assigned territory to assist people of high gift capacity to make gifts to priority ministries of the Churchwide Organization.
2. Works with the Director of Major Gifts, Home Area Funding Leads and Prospect Research team to develop a strategy for the cultivation and solicitation of major gifts for assigned programs and prospects.
3. Becomes adept at fundraising for the fundraising priorities of the ELCA for comprehensive major gift work within assigned territory.
4. Manages ongoing relationships and tracking of portfolio and donor activities within Blackbaud CRM; ensures effective and appropriate stewardship.
5. Assists in implementing special events in support of fundraising efforts as needed.
6. Writes acknowledgment, introduction and thank you letters as needed to manage prospects.
7. Other duties as needed.

Requirements

1. 3+ years of experience in a related field. Bachelor's degree in a related field; or an equivalent combination of education, training and experience that demonstrates the ability to perform the duties of the position. Certified Fund-Raising Executive credential recommended (CFRE).
2. Experience in capital campaigns, gift development, donor stewardship, and moves management.
3. Demonstrated success in achieving fundraising goals.
4. Proven relationship-building skills and the ability to interact effectively with diverse constituencies. Ability to develop collaborative relationships across various departments, units, and expressions of the church.
5. Exceptional written and oral communication skills.
6. Demonstrated competency with Microsoft Office suite (Outlook, Teams, Word, Excel, etc.), CRM or other donor management systems.
7. Commitment to the mission, vision, values, and goals of the ELCA.

8. Demonstrated understanding of and commitment to Christian stewardship.

9. Commitment to diversity, equity, inclusion, and anti-racism.

Physical

While performing the duties of this job, the employee is regularly required to talk and hear, and use hands and fingers to operate a computer and telephone. This position requires sitting for long periods of time. Reasonable accommodation can be made to enable individuals with disabilities to perform the essential functions.

Travel

Extensive travel is required (50-70 %) to meet with donors, synods and congregations. Frequent travel over evenings and weekends.

Salary

Commensurate with qualifications and experience. Range: \$72,841.60 – 89,000

Benefits

The ELCA offers a competitive benefits package for eligible employees, including employer paid health premiums for employees, health and dependent care FSA's, a health savings account (HSA) with an employer contribution, life insurance, and a substantial employer contribution to 403b retirement plan (no match required). We also offer a generous paid time-off policy including 16 paid holidays. All benefits commence on your start date.

Contact

If you have questions about this job or your application, please [complete this form](#) to contact People Solutions (HR).

Apply online at: www.elca.org/careers