Development Director (Fundraising / Gala Leadership)

- Houston, TX, USA
- Full-time
- Salary Range $85,000 - $90,000
- Application Link https://smrtr.io/cLWdy
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Company Description

JDRF's mission is to accelerate life-changing breakthroughs to cure, prevent, and treat T1D and its complications. To accomplish this, JDRF has invested more than $2.5 billion in research funding since our inception. We are an organization built on a grassroots model of people connecting in their local communities, collaborating regionally for efficiency and broader fundraising impact and uniting on a national stage to pool resources, passion and energy. We collaborate with academic institutions, policymakers and corporate and industry partners to develop and deliver a pipeline of innovative therapies to people living with T1D. Our staff and volunteers throughout the United States and our five international affiliates are dedicated to advocacy, community engagement and our vision of a world without T1D. For more information, please visit jdrf.org or follow us on Twitter: @JDRF

Job Description

The Development Director will play an integral role in the strategy and day-to-day execution of key integrated fundraising efforts for the Chapter with a focus on event oversight, and individual giving strategy and execution in the mid-level range. With a Chapter footprint that covers Houston, Austin, San Antonio, our work must be prioritized and aligned with capacity and mission impact opportunities. The Chapter office is currently located in Houston, Texas.

This role is an in-office hybrid structured position and selected candidate muse reside in the Greater Houston area.

This role will require comfort with, and confidence in, high performance execution in a flexible in-office environment, with direct staff and supporter work accomplished through video teleconferencing and other digital means. Chapter Office visits and other in-person staff, volunteer and community gatherings throughout the Chapter geography may be required. On-site event participation will also be required as assigned.

Directly supervised by the Executive Director and the Associate Executive Director, the Development Director will lead, manage, develop, and expand programs that build and strengthen links to potential and existing volunteers and donors and increase the Chapter's revenue. This position will also ensure that the fundraising and non-fundraising priorities of JDRF grow through increased corporate, family, volunteer, and other consistent involvement, organize and manage appropriate committees with volunteers to expand fundraising and non-fundraising programs. Can supervise assigned development staff.

Additionally, this position will lead a Chapter effort to expand the mid-level giving volume through identifying and qualifying a pipeline of leads/donors who meet agreed upon criteria for 'mid', 'high-mid' and 'major' giving potential, within and outside of our event structure. In partnership with the Chapter, Regional and National staff teams, utilizing the nationally provided donor data, the Development Director will help build strategic and tactical plans to achieve and ideally exceed Chapter financial short, mid and long-term growth optimization expectations across all revenue streams through greater individual acquisition, retention and upgrade. Using an account/relationship management structure, the Development Director will be responsible for a mutually agreed upon portfolio totaling the mid-to-high six figure range with early seven figure potential. She/he will also partner with volunteer leaders and committees to facilitate donor development plan creation and execution, and partner in key components of the moves management process. This position will help ensure the Chapter creates a positive, engaged, inspired and rewarding experience with new and existing mid-level donors.

Responsibilities

- Lead the development efforts of the annual Promise Ball including leadership recruitment and management, overall logistics, individual tickets, and auction.
- Assists the Executive Director on Fund a Cure efforts
- Works with the Associative Executive Director on succession planning

- In partnership with the Executive Director, Associate Executive Director and Chapter staff, manage the direction of the Chapter's individual giving program(s) in order to grow the pipeline
- Utilizing existing data dashboard, determine if and where current giving is received and allocated, by whom, how much and why (history) as a foundation for portfolio creation and moves management planning and execution
- Provide strategic direction and execution support for Chapter functional leads where substantial individual giving plays a key role
- Oversee the growth of the strategic pipeline development within the Chapter as it applies to new and increased mid-level individual giving in a significant way
- Manage CRM / donor database input to plan, track and analyze results of development efforts
- Supports annual budget development, planning, implementation, and evaluation of related areas of business
- Working within JDRF's volunteer/staff partnership environment, support and maintain the vision, mission, priorities, and guiding principles of JDRF
- Lead and/or support the coordination of fundraising and non-fundraising efforts directed by your immediate supervisor, with strong matrix collaboration to all Chapter staff as well as the Regional and National resource teams, and volunteer leadership.
- Lead and/or support the development and execution of plans for assigned projects, including goals, objectives and follow-up.

- Participate in fundraising related meetings as assigned. Develop and assist in delivering presentations as requested.
- Lead and/or support fundraising and other mission activities designed to increase the identification, education, cultivation, and stewardship of fundraisers, donors, participants, and volunteers.
- Partner with the Executive Director, Associate Executive Director, Chapter staff and leadership volunteers to identify, solicit, recruit and develop additional committee volunteers, as assigned.
- Assume various responsibilities for other assigned activities in partnership with various Chapter Staff and under the direction of the Executive/Associate Director.
- Maintain standards for all programs established by the National Program Teams to ensure that the fundraising and program priorities of JDRF are always incorporated.
- Ensure that event logistics and budget/timelines are met for each assigned activity.
- Comply with JDRF's financial policies and procedures. Maintain accurate and complete financial records as required.
- Perform data entry into the various project management platforms, as assigned, to ensure event information is current according to policies and standards.
- Plan and coordinate meetings, agendas, and activities as requested. Prepare PowerPoint presentations and meeting support materials as assigned.
- Respond to and follow through with all inquiries, needs, complaints and/or issues in a prompt and courteous manner.
- Ensure the confidentiality and security of all proprietary information.
- Maintain a solid understanding of JDRF's mission and research therapeutics.
- Perform all other responsibilities and projects as assigned by her/his immediate supervisor and/or senior management
- Accountable for meeting deadlines, responding to volunteers, Executive Director, and other Chapter requests.

Qualifications

- At least 6 years of fundraising experience, including events
- At least 3 years in a supervisory capacity
- CRM database knowledge, Salesforce preferred
- Experience with event management software, Greater Giving and Luminate online preferred
- Self-starter, with the ability to collaborate as a team player
- Team player who can achieve individual objectives and support those of the entire chapter team.
- Works well within a matrix structure where more than one individual is providing guidance, feedback, counsel and support.
- Self-motivated and able to successfully work on projects independently
- Strong verbal and written communication.
- Excellent interpersonal and relationship-building skills
- Ability to interface with all levels of staff and volunteers
- Ability to create and manage processes that enhances efficiency of staff work while allowing for donor centricity.
- Proficiency in Microsoft Office (Outlook, Word, Excel & PowerPoint)
- Detail-oriented
- Ability to travel within the chapter footprint. Occasional evening and weekend work as needed.

Additional information

ESSENTIAL FUNCTIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or fingers, handle or feel objects, tools or controls. The employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl.

The employee must occasionally lift and/or move up to 25 pounds, and infrequently up to 50 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus.

The noise level in the work environment is usually moderate.

Additional Information:

To protect the health and safety of our employees, all employees are required to be fully vaccinated for COVID-19 and have a COVID-19 booster shot regardless of location or position. This includes those with remote status. Requests for medical, religious, and other exemptions will be considered on an individual basis. JDRF will comply with all federal, state, and local laws.

JDRF supports a diverse and inclusive workforce.
JDRF is an Equal Opportunity Employer.
All your information will be kept confidential according to EEO guidelines.