

Position Summary:

The Director of Development is responsible for leading a constituent events team and implementing the Walk to End Alzheimer's®, The Longest Day and RivALZ to End Alz to meet or exceed goals through volunteer recruitment and engagement and through corporate development. Walk to End Alzheimer's is the fastest-growing walk program in the country, ranking as the second-largest peer-to-peer fundraising event in the United States.

Measurable outcomes for this position include achieving designated financial and participant goals through teams, leads, and individual fundraising, corporate solicitation, and community partnerships to increase Walk and The Longest Day brand awareness and visibility in the community as well as RivALZ to End Alz. Other fundraising initiatives as assigned.

This position may be eligible for a sign-on bonus!

Responsibilities

- Responsible for the oversight of seven direct reports who will work with the Development Director to execute and reach financial goals.
- Recruitment of volunteer community leaders and training, coaching, and management resulting in the attainment of revenue and team goals for Walk to End Alzheimer's, The Longest Day and RivALZ to End Alz fundraising.
- Build relationships with key volunteers, participants, sponsors and community leaders as well as existing and new corporate partners.
- Through volunteer networks, prospect, cultivate, and steward Walk to End Alzheimer's teams, walkers, and sponsors, and The Longest Day leads and participants to achieve development goals.
- Oversight of the plan for maximizing team/lead participation to achieve revenue goals by retaining existing teams/leads, attracting new ones from all sectors of the community and by providing fundraising guidance and support.
- Initiate and implement a comprehensive volunteer recruitment strategy, including outreach initiatives, networking efforts, and targeted marketing campaigns, to build a robust volunteer base from the ground up, effectively engaging individuals passionate about our mission and vision.
- Maintain year-round relationships with key corporate sponsors and constituents to ensure involvement in all relevant Chapter activities and recognition opportunities.
- Work with the volunteer planning committees to organize outreach activities that promote the Alzheimer's Association mission, including community presentations and corporate engagement opportunities.

- Ensure Walk to End Alzheimer's & The Longest Day standards are being followed.
- Responsible for the Chapter's revenue and expense goals related to Walk to End Alzheimer's, The Longest Day, and RivALZ to End Alz.
- Develop internal structures, processes and tools to recruit, train and support Volunteer Committees in their recruitment and coaching responsibilities.
- Cultivate a pipeline of volunteer leadership for succession planning.
- This position will oversee seven direct reports
- Assure Chapter compliance with Alzheimer's Association policies, standards, and regulatory requirements.

Qualifications

- Bachelor's degree or equivalent experience
- 8-10 years of proven experience in recruiting and mobilizing volunteers to achieve goals
- Preferred peer-to-peer fundraising experience background
- Manager experience, preferably in peer-to-peer fundraising team members

Knowledge, Skills and Abilities

- Confident, goal-oriented, positive self-starter able to work independently with limited supervision and collaboratively with internal and external partners
- Demonstrated management skills, including the ability to set clear goals, organize projects, establish and manage budgets, coach direct reports and establish accountability processes
- Demonstrated ability to form and develop corporate relationships and partnerships
- Ability to manage large numbers of volunteers at different levels of expertise with diplomacy
- Ability to work with diverse communities and demonstrate inclusion
- Excellent interpersonal skills, including verbal and written
- Ability and willingness to travel up to 30% within the assigned territory by car. Travel in this case, is considered time spent away from the office, in the community, to fulfill the job goals. While most such travel is on the same day, occasional overnight travel or air travel may be required. Must have a valid driver's license, access to a reliable vehicle, a good driving record, and proof of automobile insurance.
- Ability and willingness to work evenings and weekends as required for the job
- Ability to bend, stoop, lift and transport up to 25 lbs of materials
- Strong computer skills, proficient with Microsoft Office products and social media; experience with, or ability to rapidly learn, Luminate/Convio software

Title: Director, Development

Position Location: Houston, Texas

Full time Exempt, based on 37.5 hours per week minimum

Position Grade: 208 (Estimated Annual Salary Range \$80,000 - \$95,000)

Reports To: Chief Development Officer

Job Posting: <https://jobs.alz.org/fundraising-director-of-constituent-events/job/86B08EE2CD7C251AE50B0B320D35443A>

Who We Are:

The Alzheimer's Association is the leading voluntary health organization in Alzheimer's care, support and research. Our mission is to lead the way to end Alzheimer's and all other dementia—by accelerating global research, driving risk reduction and early detection, and maximizing quality care and support.

The Alzheimer's Association announced a landmark \$100 million investment in research for 2023. This unparalleled commitment is illustrative of the momentum we are building in dementia research — our investments today will lead to breakthroughs tomorrow.

At the Alzheimer's Association, our employees are at the core of all we do. Our network of more than 1,900 employees across the United States makes a difference each and every day for those impacted by Alzheimer's and those at risk for the disease.

We warmly invite qualified applicants to consider this opportunity to make a life-changing impact on the millions living with Alzheimer's, their caregivers and those that may develop the disease in the future. Read on to learn more about the role, then visit our website www.alz.org/jobs to explore who we are and why we've been recognized as a Best Place to Work for the last twelve years in a row.

At the Alzheimer's Association®, we believe that diverse perspectives are critical to achieving health equity — meaning that all communities have a fair and just opportunity for early diagnosis and access to risk reduction and quality care. The Association is committed to engaging underrepresented and underserved communities and responding with resources and education to address the disproportionate impact of Alzheimer's and dementia.

The Alzheimer's Association commitment remains steadfast in engaging all communities in our full mission. The Association provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment to the fullest extent required by law, including, but not limited to, on the basis of race, color, religion, age, sex, national origin, gender identity, disability status, genetics, protected veteran status, sexual orientation, or any other legally protected characteristic.

Employees working 24 hours/week or more are eligible for a comprehensive benefits package, including medical, dental, vision, flex accounts, short and long-term disability, life insurance, long term care insurance, tuition reimbursement, generous Paid Time Off, 12 annual holidays and Paid Family Leave, as well as an annual Cultural & Heritage Day and Volunteer Day of their choosing. They are also eligible for our gold standard 401(k) retirement plan.

Full time employees (37.5 hours/week), will enjoy all of the above plus an annual School Visitation Day and an Elder Care Facility Day of their choosing.

