

Director of Major Gifts

POSITION SUMMARY:

The **Director of Major Gifts** is a leader responsible for the identification, qualification, cultivation, solicitation, and stewardship of United Way Forsyth County's (UWFC) Individual Giving Program. Responsible for a portfolio of major donors \$10,000+ and planned gifts. The Director of Major Gifts will be donor-centered, data-driven, innovative, and results oriented to meet fundraising goals and targets that lead to sustainable growth. The Director of Major Gifts should have at least 15 years of fundraising experience.

REPORTS TO: Chief Development Officer

Position Duties & Responsibilities

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

- Manage and grow UWFC's Tocqueville Society. **(60%)**
 - Recruit and activate volunteers to drive a major gifts strategy as part of the individual giving program.
 - Prepare executive leadership and volunteers for interactions with current and prospective major donors including briefings, meeting agendas and any required materials.
- Primarily focus on individuals giving outside of workplace campaigns, but collaborate with Development colleagues to strategically engage, solicit, and steward individuals inside the workplace, as well.
- Willing to travel throughout our service area to build donor relationships and solicit and close major gifts (\$10,000+), completing at least 50 face-to-face and virtual visits per fiscal year.
- Activate and lead a comprehensive individual giving program that facilitates donor retention and moves management at all giving levels through the design and implementation of donor strategy plans and stewardship processes that support a culture of philanthropy. **(30%)**
- Collaborate with Chief Development Officer to build a strong pipeline of blended and deferred gifts from current annual donors.
- In collaboration with the Chief Development Officer, create, implement, and make on-going recommendations for organizational-wide donor portfolio management.
- Collaborate with Impact Team to develop and implement opportunities for alignment of UWFC work.
- Supervise Individual Giving Officer **(10%)**

Flexibility

- UWFC is evolving with our changing external environment. Flexibility and adaptability are key attributes for this position. This position requires UWFC to be your homebase.
- A willingness to take on additional duties to ensure the success of the team is essential.
- Some events/tasks will be required outside of traditional work hours.

Qualifications

To perform this job successfully, an individual must be able to perform each essential job function satisfactorily and be present while performing those functions. The requirements listed are representative of the basic knowledge, skills, and/or abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The individual in this role must display the highest level of integrity and confidentiality. United Way also values innovative thinking, and a successful candidate will be a self-starter who can work within the team to achieve goals and objectives. The individual should have effective communication skills, attention to detail and organization, and flexibility and adaptability. The individual will also maintain knowledge of trends, best practices, and research in his/her area of responsibility to enhance development practices.

Education and/or Experience

- Bachelor's degree required.
- At least 15 years of successful fundraising.
- Knowledge of Forsyth County and the human service sector is preferred.

Must have excellent written and verbal communication skills, a strong reputation for integrity and professionalism, ability to resolve conflict constructively, strong performance management and evaluation capabilities including the willingness and ability to ensure accountability, ability to build strong relationship both inside and outside UWFC, ability to think strategically, commitment to fostering an inclusive environment consistent with UWFC's commitment to diversity and inclusion. Must have the ability to prepare, explain, and monitor performance, manage a diverse group of donors and volunteers, manage projects and workload, and engage constructively with the other members of the UWFC team.

*Work experience may substitute for education requirements on a case-by-case basis.

Physical Requirements

The position requires occasional movement throughout the office to access files, papers or move supplies weighing up to 20lbs.

Benefits

We offer a full health benefit package, with 12 paid holidays, wellness days, PTO, 401K match and defined contribution plan.

Required

Monday-Thursday in our office location.

Friday remote.

NC Driver's license and auto insurance.

EOE

<https://united-way-of-forsyth.oasisrecruit.com/>