



Director of Development

Updated August 2023

Summary

The Director of Development serves as a key leadership team member and an active participant in making strategic decisions affecting GLLM. They are responsible for infusing GLLM's development programs with an engagement perspective – helping individual donors and stakeholders to tangibly live their calling and passion for GLLM's mission.

The Director of Development is responsible for managing the fundraising operations of the organization. This position cultivates and maintains relationships with GLLM's supporters to strengthen GLLM's impact and financial resources. The Director of Development is responsible for designing and implementing a comprehensive fundraising strategy that is connected with mission goals and long-term strategic plan.

Essential Duties and Responsibilities

1. Lead a team which interprets the life-changing work of GLLM in a way that inspires individuals to seek and make impact through their engagement and gifts.
2. Lead development, in partnership with the development team, a comprehensive development strategy that includes annual giving, monthly giving, planned gifts, campaigns, and events.
3. Collaborate with the executive staff and board members to set campaign goals and objectives, ensuring alignment with the organization's mission and vision.
4. Set and achieve annual, increasing goals – in dollars and other agreed upon metrics - for each component of the development strategy.
5. Manage the stewardship and solicitation strategy for all donors and help assign individual portfolios to appropriate staff members based on giving level, ministry connection, and geography as appropriate.
6. Allocate 75% of work time towards conducting and coordinating direct face-to-face visits with donors and prospective donors, actively cultivating strong and meaningful relationships to foster increased engagement and generosity.
7. Serve as a supportive and encouraging mentor to staff, empowering them to grow and develop in their roles through providing regular feedback, training opportunities, and creating metrics that measure effort and success in a balanced and non-overbearing manner.
8. Collaborate with senior management and board members by actively participating in meetings, offering insights and recommendations that align with the development goals and objectives of our organization.
9. Seek out training and development opportunities to keep abreast of all fundraising knowledge and trends.
10. Other duties as assigned.



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Qualifications and Requirements

1. Proven track record of success in fundraising and development, with a minimum of 5 years of experience in a leadership role within a nonprofit organization.
2. Strong knowledge of fundraising principles and strategies, and the ability to develop and implement comprehensive fundraising plans to support the organization's goals.
3. Demonstrated experience in cultivating and stewarding relationships with major donors, foundations, and/or corporate partners, resulting in significant contributions and partnerships.
4. Excellent communication and interpersonal skills, with the ability to engage and inspire diverse audiences, including donors, board members, and key stakeholders.
5. Strategic mindset and ability to think creatively, analytically, and critically in order to identify and capitalize on fundraising opportunities, as well as address challenges that may arise.
6. Strong leadership and management skills, with the ability to effectively lead a team of development professionals and collaborate with cross-functional teams to achieve fundraising goals.
7. Possession of Certified Fundraising Executive (CFRE) certification is preferred, or demonstrated ability and commitment to earn CFRE certification within a specified timeframe.
8. Ensure all fundraising activities align with the code of ethical principles and practices provided by the Association of Christian Fundraisers (ACF).

Working Relationships (Internal/External)

1. Internal
 - a. Associate Director of Development - overall strategy and fundraising program implementation
 - b. Executive Director – overall strategy and fundraising program implementation
 - c. Finance & Admin Director – providing fundraising projections for annual budgets, managing area budget
 - d. Director of Marketing and Communications - development program marketing
2. External
 - a. Volunteers, steering committee, fundraising consultants
 - b. Maintains close relationships with donors

Supervises: Associate Director of Development

Supervisor: Executive Director

Classification: Exempt