

Development Director

Board of Camp and Retreat Ministries

Summary

The Board Camp and Retreat Ministries of the Oregon-Idaho United Methodist Church seeks a creative, mission-driven development professional with experience in identification, and solicitation of major gifts. Experience with a community-based or regional nonprofit is required, as are the ability to teach others how to do fundraising, a collaborative approach to the work, strategic thinking, and a willingness to learn, and to accomplish the goal of expanding financial resources for Camp and Retreat Ministries. The Development director reports to the Executive Director. This position will be located in the Oregon and Idaho area, working from a home-based office, but reporting to the Camp and Retreat office in Portland, Oregon.

Essential Duties and Responsibilities

- Proactively implement a strategy of philanthropy building, working in close cooperation with leaders from Camp and Retreat Ministries' fundraising efforts at the board and local site level;
- Initiate and build strong, lasting relationships with potential supporters for Camp and Retreat Ministries in Oregon and Idaho;
- Actively manage a portfolio, creating and executing strategies for solicitation of major gifts of \$25k or more from individuals, foundations, and corporations in partnership with the Board;
- Develop and/or inform the board's strategy for effectiveness in resource development.
- Coach, mentor, and inspire Board, staff, leaders, and volunteers as needed to increase their ability to develop and grow philanthropic relationships in their local communities.
- Participate in fostering a culture of entrepreneurship and collegiality between the camp directors, the Board, the Council of Advocates, the executive director, and volunteers;
- Participate in the development and implementation of best practices in the management of the donor database, prospect development practice, and advancement operations.
- Develop the development strategies needed to fulfill the Board mandates for financial growth as described in the Camp and Retreat Ministries collective master plan.
- Help make this position self-sustaining after 4 years on a declining 100% // 67% // 33% subsidized grant cycle with an additional year as provided by the Board.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

A bachelor's degree is required for this position. The successful candidate will be a seasoned non-profit development professional with a minimum of five years of direct major gift fundraising experience, preferably in a non-profit organization with a multiple-site structure.

Skills/Experience

- A deep commitment to serving children, youth, and adults in diverse and inclusive environments;
- Demonstrated success in managing a portfolio of prospective donors, identifying, qualifying, cultivating and personally soliciting gifts/grants of \$25k+ from individuals; experience in foundation and/or corporation relations is a plus;
- An entrepreneurial nature and an interest in participating in the creation of a new team and fostering a new culture of philanthropy from the ground up;
- Interest and experience in coaching, teaching and/or managing other fundraising professionals, non-profit leaders, and volunteers to enhance their skills;
- Experience working with non-profit boards and other volunteers to build effective development programs;
- Proven interpersonal skills, including the ability to communicate effectively and concisely (both in writing and orally) with multiple audiences; listen as well as give advice, and respect others;
- Personal characteristics associated with successful development professionals, including a vigorous work ethic, sound judgment, impeccable integrity, demonstrated initiative, appropriate professional appearance, intellectual curiosity, personal and professional stamina, and temperament to work effectively and productively with colleagues, donors, volunteers;
- Experience in and commitment to using computer-based donor relationship management systems in support of fundraising efforts;
- Ability to work independently, meet deadlines and achieve goals with minimal supervision;

- Willingness to travel throughout the region as required to build philanthropic support for Camp and Retreat Ministries and its Board.

Computer Skills

To perform this job successfully, an individual should have knowledge of Word Processing, spreadsheets, presentation, database/CRM and Internet software, as well as knowledge of digital/social media platforms.

Travel

Approximately 15-20% percent travel. Must have a valid driver's license.

Camp and Retreat Ministries' Mission

We are people dedicated to creating sacred spaces of Christian hospitality and learning.

We nurture persons so they may...

- Experience God's love
- Engage with Creation
- Develop loving interdependence with each other and the Earth.
- Act with justice* in the world

* Dr. Cornell West says, "justice is what love looks like in public."

Vision: A world of wonder, love, and justice

We serve individuals, families, educational institutions, religiously affiliated groups, social service agencies, community service organizations, and other nonprofit organizations that enrich life in the world.

Non-Discrimination Statement

Camp and Retreat Ministries is an Equal Opportunity Employer. Applicants are considered without regard to race, color, religion, sex, national origin, age, veteran status, sexual preference, disability, condition, or any other group protected by law.

