

Job Title	Chief Development Officer
Employer/ Agency	<p>National Alliance for Grieving Children Founded in 2004, the National Alliance for Grieving Children promotes awareness of the needs of children and teens grieving a death and provides education and resources to anyone who wants to support them. With a collective voice we advocate, we educate and we raise awareness. Through this collective we offer online education, host an annual symposium on children's grief, maintain a national data base of children's bereavement support programs and promote national awareness to enhance public sensitivity to the issues impacting grieving children and teens. We also provide a network for nationwide communication between hundreds of professionals and volunteers who want to share ideas, information and resources with each other to better support the grieving children and families they serve in their own communities.</p>
Job Description	<p>General Summary The Chief Development Officer (CDO) reports directly to the Chief Executive Officer and is responsible for creating and leading a comprehensive development plan that increases funding revenue through major gift identification and solicitation, annual appeals, planned giving programs, donor relations, data management and analysis, and donor-related events and activities. The ideal candidate will have national fundraising experience and will be a seasoned fundraising professional with a proven track record of success in developing positive, long-term donor relationships and securing major gifts from individuals, foundations, and corporations.</p> <p>Essential Job Functions</p> <ol style="list-style-type: none"> 1. Develop a comprehensive development program and plan to include an annual appeal, planned giving, donor relations, and individual, corporate, and foundation major gift requests. 2. Write and submit grants to foundations for funding to support and expand NAGC programs. 3. Maintain the NAGC fundraising database. 4. Work with the NAGC fundraising committee chair to devise strategies for the NAGC fundraising committee to assist with prospecting and fundraising planning activities. 5. Oversee prospecting, cultivation, and maintaining ongoing positive donor relationships. 6. Make recommendations regarding prospective donors and major gift solicitation. 7. Travel throughout the United States to build and maintain positive relationships with NAGC prospective and current donors. 8. Work with the Chief Marketing Officer to create marketing materials and maintain brand standards for the NAGC. 9. Manage and update the donor data base and provide regular reports on fundraising progress. 10. Assist with program communication regarding fund development activities. 11. Identify and secure sponsorships for NAGC educational activities and other NAGC programs provided to the public. 12. Oversee and supervise NAGC fundraising volunteers and staff.

	<p>13. Represent NAGC at public events as needed.</p> <p>14. Provide educational sessions in areas of personal expertise as needed.</p> <p>15. Other duties as requested</p>
Qualifications	<p>Education B.A. degree in marketing, business, fundraising or other related field is required. CFRE certification is preferred.</p> <p>Knowledge, skills and ability (Experience) The Chief Development Officer must have at least five years of high level fundraising experience, with proven track record of leading successful fundraising campaigns, cultivating long-term positive relationships with donors, and soliciting and securing major gifts from individuals, corporations, and foundations. He/She must be an excellent communicator, both verbally and written. The CDO must have existing contacts with major funders related to the childhood bereavement field. The CMO must have experience in a wide range of leadership experience, including volunteer management, project coordination, and supervision of staff and volunteers. Must have knowledge of key components of marketing, brand development and outreach are preferred. Must have working knowledge of Excel, Word, Photoshop (or it's equivalent) and PowerPoint. Must have the ability to maintain a monthly travel schedule and to travel throughout the United States. Must have working knowledge of and ability to learn a variety of computer programs and applications. Must have the ability to work collaboratively with and provide leadership to others in work groups and committees. Must be a self-starter and capable of producing work from a home office.</p> <p>Physical Requirements/Working Conditions The Chief Development Officer will be working from a home office until otherwise notified. Laptop computer, printer and scanner will be provided by or costs reimbursed by the NAGC. He/she must expect travel at least twice per month, including to The National Alliance for Grieving Children Symposium.</p>
Application Method	For more information and to apply, go to http://www.childrengrieve.org/chief-development-officer-0

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.