



ALLIANCE

Regional Director
of Development
Position Description



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Position Title Regional Director of Development for Gibson and Posey counties

Employment Classification Regular, full-time, exempt

Application Until position is filled

The Community Foundation Alliance (Alliance), a regional, tax exempt, 501(c)(3), autonomous, public supported, nonsectarian, philanthropic institution, is a centrally directed network of affiliate community foundations serving counties in southwestern Indiana, offering donors a variety of ways to achieve charitable goals and improve quality of life in their communities. We are currently seeking a Regional Director of Development to serve Gibson and Posey counties as part of our Alliance team.

The Regional Director of Development's major function within the organization will be to assist the 2 regional county Community Foundations of Gibson and Posey with major gift and asset development. This position reports directly to the Alliance President and CEO.

Responsibilities

Asset Development

- Develops and implements regional development plans (current gifts, deferred and planned gifts) in collaboration with the President and CEO.
- Maintains best practices in prospect research, donor cultivation, and stewardship to increase gifts and planned giving opportunities from current and future donors.

Relationship Building

- Develops, cultivates, and stewards relationships with current donors and prospects.
- Develops, maintains, and enhances relationships with professional advisors to generate prospect leads for the county Community Foundations.
- Works with county Advisory Boards to identify and facilitate donor leads.
- Collaborates and works cross-functionally with other staff teams.

Marketing and Outreach

- Seeks opportunities for presentations and speaking engagements for professional advisor groups, civic organizations, and other entities throughout each county.
- Develops and presents programs in charitable and planned giving and related topics, as necessary, to position the Community Foundation as a preferred giving option in each county.

Technical and Administrative

- Works with donors to complete paperwork necessary to implement establishment of new funds.
- Ensures accurate and up-to-date recordkeeping of new gifts and prospects.

Key Qualifications

- Bachelor's degree and at least five years of experience in asset development in the nonprofit sector.
- Ability to teach and inspire others to use proven techniques of effective donor cultivation and asset development.
- Demonstrate understanding of and experience with charitable planning techniques and the tax implications of charitable giving.
- Demonstrate ability to build credibility with and experience in connecting with professional wealth advisors, senior level executives, and high-net-worth individuals.
- Exceptional written and verbal communication skills.
- Ability to work collaboratively as a member of a team.
- Demonstrated ability to be self-directed and results oriented.

How to Apply

No phone calls, please. Cover letter and resume must be sent electronically, directly by email to Alliance President and CEO Jill Carpenter at jcarpenter@communityfoundationalliance.org

It is the Community Foundation Alliance's policy that, as required by law, equal employment opportunities be available to all persons without regard to race, sex, age, color, religion, national origin, marital status, sexual orientation, disability, citizenship status, genetic information, veteran status, or any other category protected under state or local law.