



SUPPORT TODAY. SUCCESS TOMORROW.

Director of Donor Engagement

Leake & Watts seeks a dynamic experienced fundraising professional, with a proven track record in identifying, cultivating, soliciting and stewarding prospects and donors. The Director of Donor Engagement will oversee the cultivation, solicitation, and stewardship of annual and major gifts related from individual and corporate donors and prospects. We seek an energetic self-starter to further shape and drive the growing fundraising activities at a leading and expanding human services organization. This position reports to the Senior Director of Institutional Advancement.

DESCRIPTION OF DUTIES

- Increase annual fundraising revenue through strategic, diversified donor development efforts in collaboration with the Senior Director, achieving targets for an increase in number of donors, annual gift upgrades, and improved overall donor engagement.
- With Senior Director identify, cultivate, solicit, and steward individual donors. Spearhead research and prospecting efforts to create a deep prospect pool.
- Cultivate, solicit and steward support from corporate donors including assisting in strengthening their brand and employee engagement through volunteerism and event sponsorship.
- Develop, implement and manage a stewardship program to ensure consistent connection with donors.
- Craft donor communications such as appeals, leadership letters, online and social media based efforts, and targeted solicitations and advise on other marketing and communication materials to ensure donor-driven messaging
- Oversee accurate donor data entry and gift acknowledgment process through the donor database system (Raiser's Edge) and other record-keeping processes.
- Build relationships with program staff to support fundraising efforts and build donor relationships.
- Act as the primary liaison with the Associate Board (soon to be launched), guiding and supporting their fundraising and other activities
- Represent Leake & Watts in the community to current and potential donors
- Other related assignments as directed

QUALIFICATIONS:

- Minimum of 5+ years of development experience, with significant experience in major gift fundraising and corporate relations
- Bachelor's Degree required
- Proven success in developing and executing strategic, entrepreneurial fundraising initiatives. Proven experience in obtaining and stewarding a portfolio of major gifts with a successful track record of personally identifying, cultivating, and soliciting high net-worth individuals and corporations
- High energy, creative, pro-active outside-the-box thinker with an enthusiastic, positive, "can-do" attitude and the ability to work independently
- Commitment to, and passion for, the mission and values of Leake & Watts
- Exceptional interpersonal and oral communication skills
- Excellent written communication, research, and organizational skills with strong attention to detail

- Flexible, organized, and detail-oriented with the ability to handle multiple assignments, prioritize, and meet deadlines in a fast-paced environment.
- Strong computer skills in Microsoft Office and Raiser's Edge (preferred) or a similar donor management system required
- Ability to work occasional evenings and weekend hours

Employment is conditioned upon successful completion of a background and fingerprint check.

Compensation is competitive and commensurate with experience.

Email resume with cover letter to:

krichard-livingston@leakeandwatts.org

or apply online at:

<http://www.leakeandwatts.org/career-opportunities>

EOE/AA