



**Elizabeth Glaser
Pediatric AIDS Foundation**
Fighting for an AIDS-free generation

**Chief Development Officer
Elizabeth Glaser Pediatric AIDS Foundation
Washington, DC**

About EGPAF

For more than 30 years, the Elizabeth Glaser Pediatric AIDS Foundation (“EGPAF”) has been the leader in the fight to end HIV/AIDS in children. Building on their success in reducing new infections in children by more than 95% in the United States and more than 50% globally, EGPAF seeks sustained, high-quality, locally led HIV/ AIDS epidemic control for children, youth, and families that achieves our ultimate hope for a health, AIDS-free generation. The organization takes an innovative approach to advance research, advocacy, service delivery, and capacity-building efforts to fight the HIV/AIDS epidemic.

The core principles of EGPAF’s global programmatic efforts include integrating HIV/AIDS services with other fundamental health services—especially maternal, child, and reproductive health—and fostering sustainable, high-quality health systems in the countries where they work. EGPAF recognizes that ending HIV/AIDS cannot be achieved in isolation and requires access to, and utilization of, needed prevention, treatment, and support services by all family members—adults as well as children and youth. EGPAF is committed to the health of the communities we serve, and confronts HIV/AIDS, co-infections, and existing and emerging health threats that stand between us and our mission. EGPAF engages in the most affected regions in the world and has a global footprint reaching thousands of health facilities in multiple countries, with a particular focus in Africa.

To learn more about EGPAF, please visit the website at www.pedaids.org.

The Opportunity

EGPAF is seeking a Chief Development Officer (CDO) to support the organization in its next chapter. Reporting to, and working closely with, the Executive Vice President of External Affairs and Business Development, the CDO will provide overall internal leadership to a dynamic and international organization. As the leader of the Development team, the CDO collaborates and coaches a team of four, including two direct reports:

- Associate Director, Development
- Manager, Individual Major Gifts

Salary \$180,000

KEY RESPONSIBILITIES

STRATEGIC LEADERSHIP

- Establish a vision and goals for overall fundraising operational performance, including developing and executing strategies and tactics that achieve tangible results across functional teams
- Serve as a visible and active member of the Senior Leadership Team (SLT)
- Collaborate on marketing/public relations strategy that will allow EGPAF to cultivate and enhance meaningful relationships with targeted, high-level external audiences, including the media and key influencers
- Identify challenges and emerging issues faced by the organization. Work with leadership team and staff to recognize internal and external communications opportunities and solutions, and define and execute appropriate strategies to support them that will enhance development outcomes
- Monitor and report regularly on the progress of the development program to senior staff and Board

FUNDRAISING STRATEGY

- Actively work with the EVP and Development team to develop and implement comprehensive development strategies to include major gifts, planned giving, Board development, corporate, foundation, and event opportunities
- Maintain stewardship program aimed at cultivating deeper ties with donors that can result in donor retention, upgrades, and recurring gifts
- Identify prospects for individual major donors for cultivation
- Facilitate research on new donor prospects and continue ongoing background research on current donors and formulate cultivation/solicitation strategies for each identified potential donor
- Advise team's implementation of direct mail and digital fundraising efforts
- Be held accountable for donor visits and revenue goals
- Assist in advancing and securing sponsorships and volunteer leadership for EGPAF's signature events and organize major donor cultivation

EXPAND FUNDRAISING STRATEGY

- Support and partner with the EVP, President and CEO and Board members on all major fundraising initiatives
- Develop and implement strategies to engage, educate, and support the Board of Directors in their fundraising efforts personally and to their respective networks
- Coordinate efforts to strengthen relationship management with EGPAF's existing restricted corporate/foundation partners, with an ultimate goal of securing unrestricted funding as well
- Maintain up to date knowledge of the major gifts philanthropic landscape; i.e. stay abreast of major individual donors, corporate foundations, giving trends, and charitable contributions
- Construct, articulate, and implement annual strategic development plan

TEAM LEADERSHIP

- Support and partner with the EVP, President and CEO and Board members on all major fundraising initiatives
- Establish and monitor staff performance and development goals, set objectives, establish priorities, conduct annual performance appraisals, and administer salary adjustments
- Oversee the day-to-day activities of the
- function including budgeting, planning and staff development
- Develop and manage a high-performing Development team
- Promote a culture of high performance and continuous improvement that values learning and a commitment to quality
- Mentor and develop staff using a supportive and collaborative approach on a consistent basis
- Demonstrate superior management skills and the ability to influence and engage direct and indirect reports and peers

CANDIDATE PROFILE

The candidate will possess and embrace EGPAF's core values of passion, innovation, teamwork, leadership, integrity, excellence, and equality. The ideal candidate will also have the following professional and personal skills, competencies, and characteristics:

ABILITY TO EXECUTE FOR RESULTS

The Chief Development Officer will have primary responsibility for implementing the infrastructure needed to grow revenue with short and long-term goals through the solicitation of major gifts, special events, and corporate and foundation support. S/he will expand and diversify EGPAF's donor base/pipeline and work closely with other team members to secure funding for new initiatives.

In addition, the CDO will work closely with the board of directors and support board members as they take on a more active fundraising role. It is expected that the amount raised by EGPAF will increase in future years as the CDO systematically and effectively strengthens the organization's overall fundraising capacity.

The CDO should have experience with researching and identifying unrestricted grant prospects among foundations and corporations to secure funding for capacity building and organizational support. The ideal candidate will work with a variety of internal stakeholders to strategize creative and bundled asks (which might include combined restricted and unrestricted support).

The CDO is responsible for all unrestricted fundraising and development activities. The successful candidate will help continue and develop new relationships to build EGPAF's visibility, impact, and financial resources. The CDO will also design and implement a comprehensive plan for developing key external alliances by cultivating individual and philanthropic support.

Flexible and adaptable style; a leader who can positively impact strategic and tactical fundraising initiatives

Ability to create nuanced plans and objectives that adapt to the situation and/or partners at hand

Inclusive approach to leadership, which adjusts to different audiences and give focus to colleagues' work

Ability to work both independently without close oversight, but also a team player who will productively engage with others at varying levels of seniority within and outside EGPAF

The CDO will bring 10-plus years of demonstrated professional experience and success in a nonprofit organization's development function. The CDO will be responsible for managing and forging relationships with multiple donor sources, and will have tangible experience expanding and cultivating existing donor relationships over time. The CDO will be able to articulate and present EGPAF to a host of different audiences, including donors, corporate partners, volunteers and staff. Through excellent written and oral communication skills, the CDO will have the ability to influence and engage a wide range of donors, with the focus on building long-term relationships. The CDO must have proven experience in maintaining the stature and confidence to gain the credibility and respect of high-performing Board of Directors

The CDO will have a high energy and passion for the mission of EGPAF, as well an appreciation for, and experience fundraising for international and/or public health causes. Knowledge of the international public health fundraising landscape helpful. Although this role is responsible for unrestricted support, an understanding of complex international nonprofit organizations that receive revenue from a variety of resources (private, public and government) is a plus.

LOCATION

It is preferred, though not required, that the CDO work out of the Washington, DC office. Given COVID-19, the CDO will be working remotely until EGPAF's domestic offices reopen. EGPAF, along with many other organizations, are experiencing a period of adaptation and uncertainty. The CDO must reflect this resilience and flexibility, while leading and inspiring the team virtually. Once it is safe to do so, the role will require 30% travel, both domestic and international.

Expressing Interest

Nicole Kamaleson, Managing Director Global Practice and Josyanne Roche, Senior Associate, Executive Search of Koya Partners have been exclusively retained for this search. To express your interest in this role please submit your materials here. All inquiries and discussions will be considered strictly confidential. EGPAF is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ applicants