



OSSINING CHILDREN'S CENTER

Where Children Learn to Love Learning

Job Posting: Director of Major Gifts (part-time)

Community nonprofit child care and education organization seeks a seasoned major gifts officer to serve as a part-time (25 hours/week) Director of Major Gifts. This individual will implement a Sustainability Campaign aimed at securing multi-year pledges for operating support, as well as planned gifts for long-term sustainability.

This Director of Major Gifts will report to the Director of Development and will work with the Development Team, which includes the Annual Giving and Events Coordinator, and the Administrative/Database Assistant.

Qualifications:

The ideal candidate will have a CFRE or equivalent experience, and a proven track record in community donor acquisition and major donor development over time.

Excellent communication skills, both written and oral.

Strong organizational and time management skills with exceptional attention to detail.

Ability to work both independently and to work with a team in a collaborative spirit.

High energy and passion for the organization's mission.

Competency with Microsoft Office Suite and with Donor Perfect or a similar donor relationship management system.

B.A. degree

Compensation: \$45-\$50/hour

To apply: email a cover letter and resume to Shawn Cribari, Director of Development at shawn@occ-ny.org.