



<b>Agency</b>	Council for Children's Rights
<b>Job Title</b>	Director of Advancement (Full-Time, Exempt)
<b>Supervisor</b>	Executive Director
<b>Department</b>	Advancement

Reporting to the Executive Director, the Director of Advancement (DOA) will provide strategic leadership in the planning, directing, and implementing of all fund development and will build community awareness of the agency's mission to stand up, speak out, and act to ensure every child's right to be safe, healthy, and well-educated. The DOA will foster long-term support relationships through marketing and communication efforts to ensure the stability and growth of CFCR. CFCR is searching for an innovative, results-oriented, donor-focused professional to step into this role to cultivate meaningful relationships, engage donors, and inspire advocacy for our work. The DOA must have strong leadership skills and will supervise the full-time Assistant Director, full-time Director of Institutional Relations, and full-time Advancement Assistant.

**Position Responsibilities:**

- Direct and manage all advancement activities, including annual fund and special appeals, major donors, corporate, foundation, planned giving, constituency building and cultivation, as well as all fund development aspects of special events in order to strengthen the base of support to sustain the agency's operations and long-term stability.
- Build and maintain relationships with donor prospects, donors, Board members, corporate and foundation program officers, business leaders, philanthropists, and others who may be instrumental in the financial well-being and growth of CFCR.
- Develop annual operating plan for fund development for approval by Board and Executive Director, including a budget of revenues and expenses.
- Create and oversee implementation of long-range and short-term goals and plans for the advancement office with measurable outcomes and objectives.
- Directs grant writing and communications efforts, in addition to strengthening relationships with existing private foundations and cultivating relationships with new foundations.
- Create fund development materials, publications, programs and events that will increase the visibility of the organization.
- Increase and maintain the major donor base by creating/managing an ongoing donor identification, cultivation, and recognition program for major gifts and multi-year giving society individuals
- Increase and maintain individual, corporate, foundation, civic and faith-based support (both cash and in-kind) by identifying and cultivating relationships with current and prospective donors.
- Strategic member of internal Leadership Team.
- Serves as a liaison to the Board of Directors, including the Advancement committee and Finance committee. Works with these groups to develop and implement fundraising activities and advocate for the organization and its programs.
- Oversee fundraising database; and sets policy and procedures for Raisers Edge.
- Comply with all federal and state laws, rules and regulations, all professional standards, and best practices related to fund-raising; update and/or create new internal procedures as needed.
- Willingness to take on other duties and responsibilities as needed.

**Position Qualifications:**

- Minimum of a bachelor's degree.
- 5+ years of fundraising and nonprofit management leadership; CFRE certification preferred
- Proven track record of generating and sustaining long-term donor relationships that build revenue with a willingness to evaluate, adjust, and innovate to produce results.
- Commitment to social, legal, and economic equity and justice, especially for children and other historically excluded and marginalized populations.
- Demonstration of success in the creation and implementation of special cultivation and fundraising events.
- Experience with donor identification, cultivation, recognition programs, annual fund coordination, direct mail, grant research/writing, planned giving, event planning, strategic planning, and budget development.
- Excellent written and oral communication skills and strong understanding of communication/marketing principles.
- Strong analytical as well as sound time management and planning skills.
- Ability to lead meetings with staff, board, community, and colleagues and motivate individuals and groups by demonstrating strong interpersonal skills.
- Understanding of evaluation frameworks for social impact programs, including key performance measures, outputs, and outcomes.
- Demonstrated cultural competency and sensitivity.
- Competency in Raiser's Edge Fundraising software preferred.

**No calls, emails, or visits please. To apply, please send a cover letter with salary requirements and your resume. <https://cfscsharedservices.isolvedhire.com/jobs/> and/or careers@childrenfamily.org.**

The above statements are intended to describe the general nature and level of work being performed by people assigned this job classification. They are not to be construed as an all-inclusive list of all duties, skills, and responsibilities of people so assigned.

*The Agency's policy is to provide equal opportunity in all terms, conditions, and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, age, marital status, disability or veteran status*

Revised December 20, 2021