



Job Title – Leads Generator

Location - Virtual/Remote. In-person on occasion for selected events

Position Type & Compensation: Contracted/Consultant

- ~\$50/hr. for 20-30 hrs./wk. (hours may change seasonally)

About Greater Steps Scholars

Since 1983, Greater Steps Scholars (GSS) has fought poverty by giving students access to education. The students we serve — those under the age of 25 who live in INLIVIAN- managed residents and have a desire to attend college or a technical/vocational school — are among the most vulnerable in our community. In addition to offering up to five years of scholarships, our program considers the entire picture of what a student needs to succeed, including one-on-one coaching and mentorship, workshops that teach valuable career, financial, and life skills, as well as exposure to potential internship and career opportunities. We believe that having financial access to a post-secondary education, combined with emotional support and social capital — will help these students create viable paths to self-sufficiency.

Position Overview: The Leads Generator will build and sustain major donor and corporate donor relationships in support of Greater Steps Scholars’ mission. The successful candidate will have excellent communication, people, and collaboration skills, business acumen, and exemplary work ethic, be driven, organized, self-motivated, detail-oriented, and a skilled problem solver. Ability to cross cultural boundaries to build and maintain strong working relationships. This position works with minimal supervision with extensive latitude for the use of initiative and interactive skills in a fast-paced environment.

To meet the increased demand for philanthropic opportunities, Greater Steps Scholars seeks a contracted Development Leads Generator (25-30 hours per week) to help identify and connect GSS to donors and sponsors interested in supporting the organization. The ideal candidate will be a “Jack or Jill of all trades”, have a minimum of 3-5 years’ experience in fundraising, nonprofit and/or foundation work, and possess: a proven track record of meeting aggressive deadlines, a creative and solutions-based approach within a team structure, and will be a highly motivated self-starter who is comfortable in an entrepreneurial setting. This position reports to and works with the Executive Director of GSS, is available to work remotely, and can start as soon as November 1, 2024.

Duties:

- Conducting ongoing research to identify local and national opportunities.
- Lead existing and new sponsorships and relationships to achieve campaign goals through cultivation, stewardship, renewal, and deepening engagement via frequent face-to-face meetings to retain and upgrade their financial commitment.
- Working with Greater Steps Scholars’ Executive Team to organize and plan annual fundraising initiatives.
- Develop strategy, including data mining, to drive a pipeline of new volunteers, community leaders, donors, and corporate partners.
- Executes strategies to identify, cultivate, solicit, and steward new donors.

Ideal Candidate:

- 3-5 years of leadership experience in a fast-paced, fundraising or sales management role; including the management of a sales/fundraising team; prefer closer to 5 years of experience.
- Exhibited understanding of the Charlotte philanthropic landscape.
- Successful track record in exceeding sales/fundraising goals and building a pipeline of philanthropic support in accordance with key performance indicators.
- Demonstrated excellent interpersonal and relationship-building skills.



- Demonstrated experience in building powerful partnerships with corporate leaders and senior-level volunteers; interacting and communicating clearly and concisely to exchange ideas, facts, and information.
- Consistent track record in cultivating major donors, securing sponsorships, and recruiting new companies and donors; experience securing five and six-figure sponsors and individual donors.
- Direct knowledge of special event fundraising tactics is crucial, along with peer-to-peer fundraising.
- Displays exceptional organizational, communication, negotiation, and interpersonal skills.
- Outstanding written and oral communication skills, including large and small group presentations.
- Ability to apply sound judgment in decision-making.
- Possesses problem-solving skills and is solution-oriented.
- Ability to work in a fast-paced grassroots environment.
- Ability and willingness to travel and work nights, weekends, etc., as the need arises.
- Ability to create and manage processes that enhance the efficiency of staff work while allowing for donor-centricity.
- Ensures personal accountability for meeting deadlines and responding to constituents.
- Organized, self-starter with the ability to successfully manage multiple projects, deadlines, and conflicting demands.
- Demonstrated connection to the mission and impact of the organization on the Charlotte community.
- Enthusiastic, positive attitude and strong sense of humor.

Contact: Aisha Strothers, Executive Director, astrothers@fftc.org