



Capital Campaign/Major Gifts Director

Status: Full Time – 40 Hours – Permanent – Exempt
Benefits: Health Insurance, Paid Holidays and Paid Time off
Reports To: Executive Director

Job Summary:

Strategically build and expand philanthropic support for the Land Trust of North Alabama's mission through developing a comprehensive major gifts program and managing capital campaigns, including the current multi-million dollar capital campaign for a new nature discovery center. Build and manage a portfolio of philanthropists, develop the major gift pipeline, and develop cultivation strategies. Work collaboratively with and in support of senior staff, board members and lead volunteers, to successfully cultivate and steward donors of major gifts. Engage donors of major gifts (\$10,000+) and prospects in meaningful, innovative and authentic ways that bring them closer to the organization.

Responsibilities:

- Develop annual solicitation plans, including specific goals, with special consideration to the portfolios top 50 prospects and implement tailored strategies to achieve goals and advance the mission of the Land Trust.
- Develop and manage capital campaign plans; including donor pipeline, prospect research and tracking, scheduling, attending and documenting campaign meetings, coordinating identified follow-up actions and maintaining a master calendar to maximize cultivation events and keep campaign on track.
- In collaboration with the Land Trust development team and utilizing prospect research tools, identify new prospects for donors of major gifts (\$10,000+) and conduct wealth screenings as part of the Land Trust's evolving fundraising strategy to meet both annual and campaign goals.
- Initiate, solicit and close philanthropic gifts (\$10,000+) and multi-year commitments to support both unrestricted and restricted organization priorities
- Coordinate with development team to ensure consistent and accurate recording of activity and communication with donors for reporting metrics and to maintain a database of institutional history of donor engagement; oversee that gifts and pledges are managed seamlessly, including prompt donor gift agreements and acknowledgements;

- Develop strategic moves management plans for existing and prospective donors of major gifts based on their philanthropic interests, past giving, capacity, inclination to give and organizational allegiance.
- In partnership with development team, plan and execute major donor cultivation and recognition events for annual and capital campaign donors.
- Regularly interact with staff to gather information to be used for gift solicitation and informative communications.
- Collaborate with marketing staff to develop proposals, stewardship reports, cases for support, and other collateral that aid in donor cultivation and stewardship.
- Communicate with the executive director, development team, board members, campaign committee members, and lead volunteers associated with major gift fundraising to discuss cultivation activity and prospect strategy as needed.
- Assist with special projects and perform additional duties as assigned.

Job Qualifications:

- Bachelor's degree and/or 5-10 years of demonstrated development or sales related experience with 3-5 years of specific capital campaign experience, CFRE preferred
- Demonstrated experience with cultivating, soliciting, and closing capital campaign/major gifts
- Excellent interpersonal skills, cooperative, friendly, proactive and helpful attitude with donors, volunteers and co-workers
- Ability to work independently, collaborate effectively, and work as part of a team
- Excellent organizational skills needed. Must be able to prioritize multiple responsibilities properly and handle multiple tasks relating to concurrent development projects
- Excellent oral and written communication skills
- Working knowledge of Microsoft Office products
- Familiarity with DonorPerfect software, or similar software, along with commitment to maintain the integrity of donor data
- Valid driver's license

To Apply: Please send a resume and cover letter to jobs@landtrustnl.org on or before September 4, 2024.