JOB VACANCY ANNOUNCEMENT

Director of Development

**Application Closing Date:** August 28, 2023

**Anticipated Start Date:** September 2023

**POSITION SUMMARY:**
Pheasants Forever and Quail Forever, North America’s leaders in upland habitat conservation, seek a Director of Development to provide strategic direction and leadership for the expansion of major gift efforts across the United States. The Director of Development is responsible for advancing the organization’s mission by developing, executing, and leading a comprehensive major gifts program designed to grow philanthropic support. In collaboration with the Development team, other team members, and volunteers, the Director of Development will lead efforts to identify, qualify, cultivate, solicit, and steward gifts of $10,000 or more. The primary responsibility is to activate the team to increase philanthropy by expanding a donor-centered pipeline of major donors ($10,000+), annual donors ($10,000+), and leadership donors ($100,000+).

**RESPONSIBILITIES and EXPECTATIONS:**

- Work collaboratively with Pheasants Forever and Quail Forever state, regional, and national team members to successfully deliver the organization's strategic priorities.
- Work closely with the Development team to plan, implement, and coordinate multi-year strategies and plans for gift prospects, including corporate, foundation, and individual donors.
- Serve as a member of the Development Leadership Team.
- Oversee recruitment, onboarding/training, coaching, performance, retention, and growth of a cohesive team of Development Officers.
- Collaborate with VP of Development to operate a comprehensive major gifts program.
- Identify and pursue donors, strategic partners, and funders to advance the organization’s priorities with respect to revenue growth and mission delivery.
- Develop fundraising initiatives consistent with the organization’s strategies that secure new private, corporate, foundation, and government funding opportunities.
- Implement best practices in areas of gift processing, data management, and donor relations.
- Execute and deliver fundraising strategies with cross-functional teams to expand major gift fundraising and grow revenue.
- Partner with Development Officers, Organization Leaders, and Volunteers to cultivate prospects and secure philanthropic commitments.
- Develop and implement database management tactics and donor research to expand the major gifts pipeline.
- Provide leadership for the successful delivery of Pheasant Fest & Quail Classic.
- Maintain a portfolio of high-capacity major gift donors and prospects.
- Utilize CRM and other software for multifaceted business functions.
- Administer the major gifts program budget, prepare reports on annual progress toward goals, and deliver in-depth analysis.
- Foster positive relationships with team members and supporters.
Assume other duties and responsibilities as assigned. Travel involved.

**Minimum Qualifications:**
- A strong passion for Pheasants Forever and Quail Forever’s mission.
- B.A. or B.S. degree or higher. At least 6 years nonprofit fundraising with 4 years dedicated to major gift fundraising team leadership, or relevant experience leading high performing teams in a remote work environment.
- Proven success leading a high performing team in a remote work environment.
- Superb written and oral communication skills with ability to convey the Pheasants Forever and Quail Forever mission.
- Experience working with fundraising principles and practices.
- Knowledge, coursework, or other training in current trends in charitable giving, including areas of capital campaigns, major gifts and planned giving.
- Demonstrated ability to lead and coach effectively.
- Strong fundraising skills in major gift solicitation, foundation appeals, grant writing, and planned giving.
- Energetic, well-organized, and meticulous.
- A strategic thinker with an innovative mindset and strengths in efficiency, timeliness, multi-tasking, teamwork, and attention to detail.
- CRM expertise - experience with Microsoft CRM is valued. Computer literacy with a proficiency in the Microsoft Office products to include Word, Excel, PowerPoint, and Power BI; experience with complex customer relationship management software.
- Superior interpersonal and presentation skills, with the ability to collaborate effectively.

**Compensation and Location:** Competitive salary and benefits commensurate with experience and qualifications. PF offers an exceptional benefit package (see our benefits summary at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs)). Location is negotiable.

**To Apply:** Please combine your cover letter, resume and three references into a single Word document or PDF file before uploading to the “Resume” section of your application on our Recruitment website at: [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs).

**For more information:** Contact Jordan L.K. Martincich, Pheasants Forever Vice President of Development, at 816-560-1070 or jmartincich@pheasantsforever.org.

*Pheasants Forever, Inc and Quail Forever is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, status as a qualified individual with disability, or any other category that may be protected by law.*