



United Way
of Delaware County

Director of Philanthropy

JOB SUMMARY:

The Director of Philanthropy will be responsible for strategically developing and managing a robust individual gifts program with a focus on donors with the capacity to give \$10,000 and above in Delaware County. This position will be responsible for identifying, cultivating, stewarding and asking gift prospects, with the goal to raise new revenue to support specific initiatives.

The Director of Philanthropy will work closely with the President and Board of Directors, Vice-President, Director of Corporate Engagement and the Director of Collective Impact, and other team members, as many major gift prospects overlap with other working areas.

ESSENTIAL FUNCTIONS:

Serve as a collaborative team player at the United Way of Delaware County – working closely with leadership to identify key prospects for additional individual engagement. The ability to quickly build trusting relationships with the internal team and the Delaware community is a must. Because the team is small, this person must be nimble and shift with changing priorities. Working knowledge of Delaware County is highly recommended.

This position will create a focus on leadership and major gifts by developing a portfolio of current and prospective donors and foundations with identified revenue and growth goals. Familiarity with “moves management” is helpful.

The Director of Philanthropy must be able to take the initiative to proactively seek new opportunities that have a high likelihood of major gift support. This may include cold calls to new local businesses, clubs, and individuals in the area, with the goal of quickly gaining trust to establish and build long-term partnerships. Other essential functions include:

- Develop meaningful ways to engage donors and prospects year-round through stewardship and involvement in events and volunteer opportunities.
- Work to reactivate lapsed donors including former board members.
- Develop a loyal donor program that cultivates, stewards and provides recognition for longtime donors.
- Collaborate with Director of Corporate Engagement to develop strategies to move a percentage of workplace campaign leadership givers to a higher level of giving.

- Collaborate with Vice-President to identify and cultivate individuals from established affinity groups, including some from the Women's Leadership Network (WLN).
- Develop an expert working understanding of Collective Impact Investment strategy and Strengthening Families work, framing and identify opportunities to leverage and increase mission-related giving among leadership donors.
- Maintain current and accurate leadership giving information in our Customer Relationship Management (CRM) database.
- Demonstrate superior customer service skills and give expert advice, both internally and externally.
- Work closely with the Collective Impact team to create and maintain relationships with specific foundations and to provide opportunities for engagement around our organizational products and initiatives and identify sources of funding.
- Research opportunities to align our work with donor interests.
- Be responsible for developing and managing expenses within the Major Gifts program.
- Keep personal work calendar up to date and accessible to the team.
- Adhere to United Way's core competencies and guiding principles.
- Other duties and responsibilities as assigned.

QUALIFICATIONS:

- Must have current knowledge of Delaware County philanthropic community, or enthusiastic interest in learning.
- Hard working and self-driven.
- Ability to meet one on one with donors, listen to their areas of interest and adapt appeal based on the needs of the donor.
- Comfort in asking for major gifts in person, directly and for an established amount.
- Tenacity to research new donors and the savvy to gaining access to explore partnerships.
- Grit, thick skin, and a passion for the work being done by United Way of Delaware County.
- Political savvy, interpersonal, leadership and creative problem-solving skills.
- Ability to accomplish tasks individually and work as a team member.
- Experience working within a small team environment - leveraging shared resources to generate greater impact, being flexible and serving as a team player.
- Experience with donor research and prospecting.
- Demonstrated ability to meet predetermined fundraising goals.
- Excellent professional communication skills (written and verbal).
- Ability to prepare and make presentations as needed.
- Ability to give site tours to current and prospective donors.
- Strong detail orientation, analytical, organizational, and time management skills a must.

- Proficient in donor and/or sales customer relationship management (CRM) databases, with experience in Andar preferred. Discipline to track donor touch points (meetings, phone calls, mailings) in the database.

REQUIRED EDUCATION AND EXPERIENCE:

- Minimum 3-5 years fundraising experience for established nonprofit organizations, including prospect management and solicitation.
- Minimum Bachelor's degree in a related field or equivalent combination of education and work experience.

*Interested candidates should send a cover letter with salary requirement and resume to HR@uwaydelaware.org. **Deadline: Open until October 20.***

Successful candidate must pass criminal background and reference checks.

United Way of Delaware County

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United Way of Delaware County is an equal opportunity employer.