

Job Opportunity: **Director of Development**

The **Greater Milwaukee Foundation** (GMF) is part of a movement that started more than 100 years ago and has transformed philanthropy and communities worldwide. It all grew out of an idea that passionate and generous people can come together to make a difference and make their community into what they ideally want it to become.

We share the same passion as our donors when they give and engage and as our community partners when they carry out their mission of serving others. The Greater Milwaukee Foundation is proud to support donors and nonprofits in creating a vibrant region in many lasting ways, serving as a community leader on advancing racial equity, strengthening education, increasing economic opportunities and building strong neighborhoods.

You can make a difference, as we are seeking a Director of Development! The Director of Development is responsible for implementing and managing a community foundation campaign and will work closely with the President and CEO, Vice President of Philanthropic Services, Campaign Leadership, Board of Directors and other staff to carry out a broad-based fundraising plan targeting individuals, corporations and foundations to support the **Greater Together Campaign**. This position also assures that assigned donors and prospects receive appropriate services delivered with the highest possible quality in a timely fashion to achieve high donor satisfaction ratings. To achieve campaign success, key responsibilities of this position include:

- Establish solicitation priorities, which include managing prospect lists and research, developing and executing targeted cultivation plans and strategies for a range of prospects and providing support to campaign leadership/volunteers, as well as board members for solicitation
- Work collaboratively with philanthropic services staff to cultivate identified institutional donors and prospects to prepare major gift proposals
- Oversee cultivation and recognition events, and campaign-related milestone activities
- Recruit and manage campaign volunteers, including campaign leadership from the communities surrounding the city of Milwaukee
- Implement developed strategies to engage members of the next generation of philanthropists
- Work closely with Campaign Counsel to ensure campaign plan, prospect strategy and fundraising targets are achieved
- Manage the campaign fundraising budget and oversee all campaign documentation, reporting, and record keeping activities, as well as campaign communications and public relations outreach
- Work closely with community investment with a genuine concern for social impact

Qualifications

- Bachelor's degree in a closely related field such as finance, accounting, marketing or law required; a graduate degree such as an MS or MBA or special certification (CFRE) strongly preferred
- Minimum 5 years of experience in fundraising with specific experience in campaigns (managing campaign budgets and developing campaign materials), individual giving, and/or major gifts and working with volunteer leadership required; prior supervisory experience preferred

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- Experience in the cultivation and securing of major gift support, stewardship and in establishing relationships with foundation/corporate funders required; must demonstrate project management experience with multi-priority major projects
- Excellent interpersonal, analytical and organizational skills - capable of working effectively with people from diverse backgrounds, senior management, leadership volunteers, staff members, consultants and donors/prospects
- Energetic, self-motivated, flexible and adaptable with a sense of humor, able to problem-solve, multitask and work independently
- A team player with an attitude of service and ability to motivate others
- Proficient in Microsoft Office Suite applications and donor database/customer relationship management software; knowledgeable about the role of technology and electronic communication in fundraising

We offer an excellent benefit package, which includes health, dental, vision, flexible spending, life insurance, 403(b) retirement plan, paid time off (PTO), tuition reimbursement and more!

Please include resume, cover letter and salary requirements when [applying](#).

Equal Opportunity Employer