



Vice President of Development

Normalcy. Dignity. Hope. – Christ's Haven For Children is a nonprofit organization centered around these core values. We are located in Keller, Texas; and provide a trauma-informed, family model of care for displaced children, teens, and young adults. As a voluntary placement organization, we are an option outside of traditional foster care, often when a caregiver has exhausted all efforts to properly care for a child. Whether a child is with us for six months or sixteen years, we utilize that time loving them as our own and instilling normalcy, dignity, and hope into their lives. As a Christian organization, our hope is that their time with us will help lead them toward healing from their past abuse and/or neglect.

We are looking for a strategic leader to join our team as the **Vice President of Development**. Reporting to the CEO, the VP of Development will be responsible for executing the donor relations strategy and fundraising initiatives to raise \$3,000,000 annually.

Core Competencies:

Management & Collaboration
Strategy Development
Donor Relations & Planned Giving
Special Events & Corporate Partnerships
Foundation Relations
Database Management
Communications

Management & Collaboration:

- Manage Development team:
 - Special Events and Corporate Partnerships Manager
 - Volunteer and In-Kind Giving Manager
 - Grant and Annual Giving Manager
 - Donor Database Coordinator
- Provide strategic direction, coaching, and support to the Development team while creating a positive, creative, and collaborative team environment.
- Collaborate effectively across the organization to ensure the Development team's alignment with the broader organizational vision as well as programmatic, marketing, and performance activities.

Strategy Development:

- Provide strategic leadership in the planning, execution, and management of Christ's Haven's Development efforts, including individual giving, special events, corporate and

foundation relations, church relations, capital initiatives, planned giving, in-kind giving, and other new initiatives.

Donor Relations & Planned Giving:

- Cultivate, solicit, and steward a portfolio of 100+ major individual donors and prospects, with an average of 6-8 donor visits each month.
- Identify planned giving prospects and execute planned giving strategy.

Special Events & Corporate Partnerships:

- Provide oversight and support to the Special Events Manager developing event budgets and identifying sponsor prospects.
- Support the Corporate Partnerships strategy to drive impactful partnerships.

Foundation Relations:

- Collaborate with Christ's Haven's grant writer to identify new funding opportunities and secure significant foundation and governmental support.
- Play an active role in maintaining key foundation relationships and writing upwards of 10 grants per year.

Database Management:

- Oversee gift processing and acknowledgment processes, assuring timely correspondence, efficient internal systems, accurate record-keeping, fulfillment of donor benefits/recognition, and monthly reconciliation with the Finance Department.

Communications:

- In collaboration with the Director of Communications, integrate the organization's key messaging into Development initiatives and campaigns.
- Work in collaboration to strategically promote key donor relationships and partnerships.

Other:

- Keep abreast of the latest research and trends in philanthropy, particularly those pertaining to the child welfare system.
- Maintain an understanding around charitable giving tax allowances while seeking guidance from a tax advisor.
- Represent Christ's Haven at various civic, business, and chamber events.
- Other duties as determined by the CEO.

Required Qualifications:

- Bachelor's Degree, and 7+ years of experience in non-profit fundraising
- Experience devising, implementing, and managing individual and institutional fundraising efforts, including experience with all facets of the donor cycle – from prospecting through to post-giving stewardship.

- Experience managing a portfolio of major individual donors, with a demonstrable track record of successfully soliciting gifts of \$10,000 and greater.
- Exceptional writing, organizational, and interpersonal skills, including the ability to speak publicly about Christ's Haven's mission and work.
- Highly organized and systems-oriented with strengths in delegation and relationship management.
- Polished, personable, donor-centric demeanor in all communications.
- Good sense of judgment, tact, and diplomacy.
- A highly motivated self-starter, with the ability to work both collaboratively as part of a close-knit team and independently.
- Ability to successfully manage multiple projects simultaneously with a keen attention to detail.
- Adept computer skills, including fluency in MS Office, experience with customer relationship managements databases (preferably Salesforce).

Position:

The VP of Development is a full-time, exempt position that will be based in north Fort Worth/Keller, Texas. Some weekend and evening hours throughout the year will be required for special events, networking, meetings, etc.

Interested candidates should apply online at:

<https://christshaven.org/now-hiring-vp-development/>