Title: Development Director

Reports To: Executive Director

Purpose: The Development Director is the key Ronald McDonald House staff person responsible for development and implementation of a successful multi-year strategic and comprehensive philanthropy plan that will ensure significant income to support the Ronald McDonald House of Rochester, MN Program. This individual will also fulfill a leadership role in any capital campaign or other philanthropic activity initiated by the Board of Trustees or Executive Director. The Development Director will work closely with the Executive Director to establish fundraising goals and share expertise to develop long-term philanthropic strategic plans. The Development Director will represent the organization with absolute integrity and the highest ethical standards, upholding the sound reputation of Ronald McDonald House.

Responsibilities:

1. Develop, manage and monitor multi-year comprehensive annual fundraising plan, with a target growth of 10% year over year
2. Oversee and expand major giving and planned giving program
3. Increase giving through solicitation, cultivation and stewardship of existing donors and development of new donors through prospecting and research
4. Achieve successful outcomes and growth of fundraising events, including sponsorship acquisition
5. Manage and expand giving from foundations
6. Engage the Board of Trustees in fundraising activities, including seeking major gifts
7. Promote a culture of philanthropy with all Staff, Volunteers and Trustees
8. Develop and manage a Development Committee
9. Increase direct mail revenue through new donor acquisition, renewal and sustaining supporter strategies
10. Oversee the activities of the development department, including developing and managing department budget, recognition and stewardship of donors, leveraging technology to advance strategic objectives and developing data driven reporting/metrics to share across the organization
11. Oversee and manage the donor database to ensure accurate recording of donor gifts and activities.
Qualifications/Requirements:

- Bachelor’s degree in relevant field, advanced degree preferred
- 7-10 years of professional fundraising experience
- Proven experience developing and executing fundraising strategies
- Experience asking for and closing five and six figure gifts
- Experience working with current and changing trends in charitable giving, including capital campaigns, major gifts, planned giving and peer to peer fundraising
- Proven success in building and maintaining long-term relationships with fundraising constituents, individual donors, foundations and corporations
- Ability to personally manage a portfolio of 150 - 200 relationships
- Proven experience developing and managing donor plans
- A personal commitment to RMH’s mission. Embrace and endorse RMH’s philosophy, culture, goals and objectives
- Excellent interpersonal and communication skills with a demonstrated record of achievement
- Strong team leader with demonstrated leadership abilities
- Ability to work collaboratively & foster productive relationships with colleagues, clients, volunteers, vendors, donors and community
- Sound track record leading professionals, volunteers and staff in productive committee, task force or special project work
- Flexible, innovative, adapts to change, manages multiple projects and works effectively under pressure
- Proven professional; confident, self-motivated, self-starter, ability to represent organization with excellence
- Interest in a wide diversity of people and natural ability to demonstrate a caring attitude toward guests, donors, volunteers and people who come in contact with the House

Working Conditions:

- Position is full-time with primary hours falling during stated business hours. Ability to work a flexible schedule when needed, according to the needs of the organization.
- Position requires walking, standing and sitting. Some lifting may be required.
- Ability to access all areas of the House and grounds, including going up and down stairs.
- Potential limited travel for regional and/or national conferences, professional development on occasion.
- The person in this position needs to frequently move about inside the office to access file cabinets, office equipment, storage areas, conference room, etc.