

Gospel Outreach

Job Description

Director of Development

Reports to: VP for Development/Marketing/Media

Summary: The Director of Development is responsible for designing and implementing a development program that is cohesive with the Marketing and Media plans, and supervising a team of volunteers to help implement the plan.

Duties and Responsibilities:

- Advance the mission, vision, and short and long-term goals of GO in concert with the President and senior administrative team.
- Create and execute a fundraising plan utilizing best practices to meet fundraising goals.
- Train, inspire, guide and supervise the entire development team toward accountable, goal-oriented outcomes.
- Serves as the Major Gift Officer for the NPUC territory and collaborates with and supervises the regional Major Gift Officers.
- Work closely with the Director of Media to create/maintain a consistent brand for Gospel Outreach and determine effective internal and external messaging.
- Work closely with GO's recruiter (currently Linda Klinger) to find appropriate individuals to support the development function.
- Ensure all phases of donor relations: qualification, cultivation, solicitation, and stewardship.
- Maintain a dynamic portfolio of major donors and match them with relationship managers/regional major gifts officers.
- Represent GO at major rallies, etc.

Essential Knowledge, Skills, and Abilities:

- A passion for the mission of Gospel Outreach.
- Natural leader who displays strong decision-making and attention to detail.
- A track record of fundraising success.
- Organizational skills.
- Strong interpersonal skills.
- Public presentation skills.
- Ability to meet deadlines.
- Ability to work independently and as part of a team.
- Ability to travel.
- Computer skills
 - Database management
 - Word processing
 - Spreadsheets
 - PowerPoint.

Schedule: Requires some weekends. Flexible hours.