

SENIOR DEVELOPMENT PROFESSIONAL



Position Overview

Reporting to Senior Director of Development, this professional will work with the “Home Sponsorship” program, raising money to fund the building of Habitat Homes – a \$4,000,000 annual campaign program

Job Responsibilities

- Working with the Senior Director of Development, strategically create a ‘Home Sponsorship’ (HS) program that not only sees to the short term needs of the organization are met but looks to restructure the existing model to ensure long term financial growth and stability.
- Develop systems for the proper identification and tracking of donors to the HS program.
- Create and maintain high levels of client relationship marketing techniques that will better serve to solidify stronger ties to donors.
- Utilize research, analysis, trends, technology, communication resources, personal contacts, volunteers, board members and staff to maintain existing donor relationships and open doors to new donor prospects.
- Understand donor’s desires and values and work in order to improve Habitat’s ability to effectively respond to their needs and values.
- Prepare input into department’s annual budget goals and be able to prepare financial reports to track and assess organization’s monthly budget progress.
- Identify prospects to special projects and ongoing operations through examination of past records, individual and corporate contacts and knowledge of the community.
- Plan and coordinate special events for major donors as appropriate.
- Assist in the strategic planning and execution of the Annual HS program and facilitate coordination of the program within the development department. Consult with existing donors/sponsors on special needs and programs being offered by DAHfH to increase financial contributions.
- Structure HS program so that where dollars are not able to be raised, volunteers are able to be engaged in a volunteer opportunity.
- Take on other duties as assigned.

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Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Must be comfortable articulating Habitat for Humanity's Christian principles as well as welcoming all interested volunteers and donors to participate with DAHfH.
- A visionary, progressive thinker with a complete understanding of fundraising management.
- Strong commitment to the fundraising profession and its ethical standards.
- Demonstrated success in Major Gift solicitations.
- Demonstrated success in donor cultivation.
- Strong analytical, quantitative & qualitative problem solving.
- Unquestioned reputation for honesty and integrity.
- High energy, clear goal orientation and a strong work ethic.
- Strong communication and team building skills.
- Ability to represent DAHfH to diverse audiences.
- 10 years fundraising experience.
- Experience in all areas of development (Annual, Capital, Endowment/Planned Giving).

Apply Now

Interested candidates should submit a resume, 3 professional references and salary requirements to jkramer@dallas-habitat.org. NO later than May 31, 2010.

No phone calls please.

Applicants for employment will not be discriminated against on the basis of race, color, creed, religion, national origin, ancestry, sex, sexual orientation, age, medical condition, physical or mental disability, pregnancy, veteran status, marital status or any other category protected by law in any employment-related decision.