



Alzheimer's LOS ANGELES

POSITION ANNOUNCEMENT

Position: **Director, Individual Giving**

Status: Full time, Regular

Location: Hybrid Work Schedule

Range: Starting at \$120,000

Director, Individual Giving

Position Overview:

Join Alzheimer's Los Angeles as the Director of Individual Giving and make a meaningful impact on families facing Alzheimer's and dementia. The role requires a strategic thinker with a proven track record in individual donor engagement and major gifts fundraising.

Working closely with the Chief Philanthropy Officer and the development team, you will be responsible for developing and implementing strategies to grow the major gifts program, build relationships with high-net-worth individuals, and drive significant revenue to support the organization's mission.

If you're an innovative, people-oriented self-starter, we'd love to hear from you. We offer a supportive, hybrid work environment with the flexibility of mostly remote work.

About Us:

Alzheimer's Los Angeles has been in service for 40 years in the LA community. Our mission to improve the lives of families affected by Alzheimer's and dementia by increasing awareness, delivering effective programs and services, providing compassionate support and advocating for quality care and a cure.

Essential Job Functions:

Strategic Development

- Create and execute a comprehensive strategy for individual giving, focusing on identifying, cultivating, and soliciting major donors and prospects.

Individual Gift Solicitation

- Maintain a portfolio of 125 major gifts prospects (\$10,000 and above).
- Develop and execute strategies for soliciting major gifts within the portfolio, including preparing compelling proposals and presentations.
- Collaborate with the development team to organize and participate in donor meetings, parlor meetings and other donor solicitation events.
- Effectively communicate the impact and outcomes of individual gifts to donors.

Supervisory Responsibilities

- Provide guidance and mentorship to the Associate Director of Development, ensuring alignment with fundraising goals and organizational strategies.
- Oversee and support the planning and execution of donor engagement initiatives, campaigns, and special projects.
- Monitor performance metrics and offer constructive feedback to enhance the Associate Director's professional growth and effectiveness in securing philanthropic contributions.

Donor Cultivation and Relationship Management

- Build and sustain relationships with major donors and prospective major donors.
- Develop personalized engagement plans to increase their involvement and support.

Prospect Research and Analysis

- Conduct thorough research on potential major donors to understand their interests, giving capacity, and philanthropic history while developing individualized donor/prospect profiles and strategies for cultivation and stewardship.

Stewardship and Recognition

- Design and implement effective stewardship strategies to ensure ongoing donor engagement and satisfaction.
- Develop personalized communication plans and recognition opportunities for major donors.

Collaboration

- Work closely with other development staff and departments to ensure alignment of individual giving strategies with overall organizational goals.
- Collaborate on event planning, marketing, and communications as needed.

Compliance and Ethics

- Ensure all major gift activities comply with relevant laws and ethical standards.
- Maintain the highest level of confidentiality and professionalism in donor interactions.

Qualifications, Skills, and Experience Required

- Equivalent to graduation from an accredited four-year college or university with a Bachelor's degree in a job-related field.
- Minimum of 5 years of experience in nonprofit fundraising with a focus on individual giving.
- Proven track record of successfully securing major gifts from individuals, corporations, and foundations.
- Experience working with high-net-worth individuals and corporate partnerships preferred.
- Experience presenting to and working with nonprofit Board members preferred.
- Demonstrated ability to manage multiple tasks and multi-phase projects simultaneously from inception to completion. Demonstrated skill in problem solving and using judgement in situations requiring independent decision making.
- Exceptional interpersonal, communication, and writing skills.
- Strong research and analytical skills.
- Proficiency in using donor management software and databases.
- Knowledge of nonprofit fundraising best practices and ethical standards.

- CFRE (Certified Fund Raising Executive) certification or similar credential preferred
- Knowledge of and commitment to the Alzheimer's Los Angeles' mission and programs.
- While this position is mostly remote, it does require working in person when meeting with donors in/around the Los Angeles County area.

To apply: Submit your application through our [Careers Page](#)

Alzheimer's Los Angeles offers the following benefits:

- Health insurance
- Dental and vision insurance
- 401(k)
- 401(k) matching
- Employee assistance program
- Flexible spending account
- Generous vacation and sick time off
- 15 paid holidays, plus 3 half days
- 3 personal days per year
- Professional development assistance

We will consider for employment all qualified Applicants, including those with Criminal Histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance (FCIHO).

We are committed to creating a diverse and inclusive workplace. All qualified applicants will receive consideration for employment without regard to race, color, ancestry, national origin, religion, creed, age, disability, sex, gender, gender identity, gender expression, sexual orientation, medical condition, genetic information, marital status, military and veteran status, or any other characteristic protected by law.