



Make-A-Wish® seeks the best people to fulfill our vision of granting a wish for every eligible child. Every person who joins us commits to this vision – and uses it as a guide in every action.

### **Job Summary:**

We are seeking a *Regional Development Manager* to lead and support fundraising efforts in the Susquehanna Valley. The Regional Development Manager will be responsible for - developing and implementing a fundraising strategy - including major gifts and corporate support for the Susquehanna Valley. An important part of this role is building the pipeline of support through community engagement and outreach that introduces individuals and corporations to our work. He/She will work to identify, cultivate, solicit and steward individuals capable of making major gifts, support special events, and work with corporations to that align with Make-A-Wish to partner in this region. The ideal candidate will be an enthusiastic fundraising professional who is eager to build the base of support in the region and is a self-starter who is enthusiastic to play a lead role in expanding and deepening our supporters' connectedness and involvement.

### **Job Responsibilities**

- Work collaboratively with the Vice President of Development to establish annual fundraising goals across revenue streams and develop strategies to execute and achieve those goals in Susquehanna Valley.
- Represent the Chapter in dealings with other organizations, individuals and the public through speaking engagements, as well as a presence at public functions.
- In collaboration with the Communications Manager, promote positive public relations to the community, ensuring that the Chapter has a visible public image through media contacts.
- Participate as a contributing member in diverse chapter-wide Development and Program team initiatives.
- Manage and keep updated regional donor and prospect's portfolios within Raiser's Edge.

### ***Individual and Corporate Giving***

- Identify, qualify, and cultivate prospective donors for major gifts, personally managing a portfolio of prospects across the SV region.
- Reach out to potential new supporters for one-on-one meetings and conversations. Clearly communicate the vision, actively listen, and then working closely to engage them.
- Conduct and manage all stages of the gift cycle: initiate contact with potential major donors; develop appropriate cultivation strategies; move potential donors toward solicitation and closure; manage ongoing engagement and cultivation
- Build leadership opportunities and new revenue streams by identifying and creating a Susquehanna Valley-based leadership council.
- Secure renewed and new corporate partnerships within the region. Develop creative ways to engage with local companies and understand the landscape of corporate partnerships.

### ***Special Events Support***

- Support internal and external events within jurisdiction which includes but is not limited to securing special event license agreements, communication with external event leads, and attendance when schedule permits.
- Work in partnership with the Regional Special Events Manager to oversee and manage the Annual Mother's Day Convoy.
  - o Secure Corporate Partnerships for the Convoy of \$200,000: secure renewed support and seek new funding partnerships to reach this goal. Manage these relationships and steward them throughout the year.
  - o Attend all Convoy Committee meetings and work with the Convoy Committee.
  - o Support and help manage the logistics for the event.
  - o Work with the staff and committee on a five-year strategic plan for the Convoy.



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**Job Qualifications:**

- The successful candidate will be an exceptional relationship builder who can recruit and engage a diverse set of individuals, companies and funders. They will bring creativity, entrepreneurial energy, outstanding interpersonal skills, and a commitment to professional fundraising ethics.
- Eight years or more of individual major gift fundraising experience with a record of measurable results in personally identifying, cultivating, and soliciting individual donors for support.
- Demonstrated ability to build and manage relationships; track record of building a strong network to support a cause or product.
- Motivated, independent, organized self-starter with demonstrated time-management skills who is a team player.
- High energy, enthusiasm, and a strong work ethic.
- Outstanding written and oral communication skills.
- Availability to work some nights and weekends.
- Ability to travel within chapter jurisdiction and occasional national conferences or trainings.
- Excellent computer skills including familiarity with Microsoft Office products as well as Raiser's Edge.
- Bachelor's degree.

Please send resume and cover letter to Susan Zehren [szehren@philadesv.wish.org](mailto:szehren@philadesv.wish.org)