



## Chief Development Officer

The Chief Development Officer (CDO) is responsible for cultivating, soliciting, and closing major charitable gift contributions from foundation, individual, and corporate supporters. The ideal candidate will conceptualize development priorities, operate in a dynamic environment, recommend innovative solutions, and reconcile divergent views into coherent proposals. The CDO will collaborate with the Chief Operating Officer, Chief Operating Officer and Chief Programs Officer. The CDO will report to the Chief Executive Officer.

### Qualifications

- Bachelor's degree required; advanced degree preferred with 5-7 years of nonprofit fundraising experience
- Demonstrated success identifying, cultivating, soliciting and stewarding major gift donors
- Exceptional track record of leading, developing, and executing fundraising and business development initiatives in a complex, multi-disciplinary organization
- Outstanding ability to network and build rapport with corporate executives and private donors
- Exhibit sound independent judgment and emotional stability
- Experience fundraising for veteran and military related programs and initiatives
- Experience in fundraising event planning and execution preferred
- Excellent communication and presentation skills, both written and oral
- Ability and willingness to travel frequently
- Ability to work effectively in a dynamic and distributed work environment
- Military experience and/or military spouse preferred
- Certified Fundraising Executive Certification preferred

### Responsibilities

- Implement a multi-year, multi-million dollar fundraising strategy including an emphasis on major giving from foundations, individuals, and corporate partnerships
- Raise the philanthropic resources necessary to support and grow programs and initiatives
- Identify, cultivate, solicit, and steward donors, prospects, foundations, and companies with an emphasis on multi-year gifts
- Develop and maintain ongoing relationships with major funders, COMMIT's Board of Directors and Senior Advisors
- In collaboration with the CEO, prepare the annual fundraising plan for presentation to the Board of Directors; provide detailed reports about fundraising progress on a regular basis
- Develop grant strategy and maintain regular correspondence with foundations, donors, and the Board of Directors
- Lead development of grant proposals, secure funding, and ensure the organization maintains compliance with grant requirements
- Appropriately represent the organization, its Board of Directors and staff to current and potential donors



**Benefits:** Paid Time Off, Health Insurance Coverage for Employee, Matching IRA, Cell Phone Stipend  
**To Apply:** Please email Cover Letter and Resume to [maggie@commitfoundation.org](mailto:maggie@commitfoundation.org)