

Director of Development

The Outreach Program

Des Moines, Iowa

Full-Time

The Outreach Program:

The Outreach Program is an international nonprofit 501(c)(3) corporation with the mission to provide safe water, food, medical care, and education to those in need at home and abroad. Outreach was formed in 2004 and is a multinational organization with multiple domestic offices, and warehouses. Outreach International operates schools, medical services, and children's centers in Tanzania East Africa. Outreach is a disaster relief organization responding as need arises to domestic and international requests. We are currently providing over 4.4 million meals for the Ukraine crisis with our packaging associate organization.

Position Summary:

This is a unique opportunity for the right individual to apply their skills and experience to create a new corporate development program and truly make a difference in this world. Outreach has enjoyed significant donor support since its inception. We recognize that a formal development program is required at this point to allow the organization to meet its potential. We are seeking a very special full-time development director to lead the organization to develop, expand, and diversify our financial resources. This person in this will manage all aspects of annual giving campaigns, plan events, building new relationships, and maintaining and expand relationships with current donors. The Director will be a corporate officer and be based at our Des Moines, Iowa offices.

Essential Functions:

Design, implement, and manage all fundraising strategies, including annual giving, endowment and annual campaigns, special projects, and other revenue generating opportunities.

Develop and implement telemarketing program

Establish annual forecasting goals and budgets, in collaboration with the Senior Management Team

Ensure fundraising efforts align with organization goals

Identifies, researches, and cultivates new funding partners statewide

Leverage donor and patron data to effectively inform fundraising strategies

Serve and actively participate on Senior Management Team, inter-departmental task forces, and committees as assigned. Interact with and attend all board meetings and select board committee meetings

Provides interim and final reports to donors on how funds have been used

Identifies and capitalizes on opportunities to promote and positively represent the organization

Promote the organization to its donors and maximize public awareness of the fundraising activities of the organization

Monitor expenses and analyze budget reports on fund development and recommend changes as necessary

Proactively monitor industry trends and adapt strategies as necessary

Writes, submits, and monitors federal, state, local, corporate, and foundation grant proposals.

Additional duties as they are assigned

Job Qualifications:

Bachelor's Degree required

Minimum 3 years' experience soliciting private funding in a nonprofit environment

Minimum 5 years' experience in development and communications

Proven experience securing corporate sponsorships, grant writing and/or individual contributions preferred

Understanding of and ability to analyze and interpret statistical data and trends and translate information into actionable strategies

Job Qualifications continued:

Must have current valid driver's license for the state of Iowa with an insurable record

Excellent writing and communication skills

Experience in public speaking

Computer skills to include Sales Force, Constant Contact, Microsoft Office, Office 365, Word Press, and related software platforms

Possess, or the ability to obtain, passport as international travel required

Strong attention to detail and proven problem-solving skills

Benefits Include:

Company health insurance, paid time off, life, vision, and dental insurance programs

Salary

Salary \$70,000-\$95,000 commensurate with experience and qualifications.

Application

Provide resume, business references, with your application.

Send your application to; floyd@outreachprogram.org