



DRAYTON HALL

PRESERVATION TRUST

POSITION ANNOUNCEMENT **DIRECTOR OF PHILANTHROPY** CHARLESTON, SOUTH CAROLINA



Est. in 1738



The Opportunity | Drayton Hall Preservation Trust

For more than 250 years, Drayton Hall has stood witness to the evolution of American. Among the best and most complete examples of Southern colonial life open to the public today, the property holds a vital educational responsibility. It is also an active archaeological site with an extensive museum collection of rare 18th- and 19th-century objects and artifacts. Drayton Hall has been recognized by Architectural Digest's "Most Iconic Building in Every State in America" list and called the "Best Place to see in South Carolina" by Condé Nast Traveler.

Drayton Hall Preservation Trust's mission is to foster a deeper understanding of colonial America and the evolution of life in the South by discovering, researching, conserving, and interpreting the history, context, and culture of Drayton Hall and the people who lived and worked there.

The Drayton Hall Preservation Trust is a privately funded nonprofit organization responsible for the operation and administration of Drayton Hall, a National Trust for Historic Preservation site. In 2020, Drayton Hall will release a new strategic plan which will showcase the future growth potential of this iconic property.



The Community | Charleston, SC

Charleston, South Carolina is a port city founded in 1670 and characterized by its cobblestone streets, horse-drawn carriages and pastel antebellum houses. Not only is Charleston the oldest city in South Carolina but dubbed "The World's Best City" according to Travel + Leisure 2016. It is world renowned for its history, architecture, cultural offerings, coastal environment and outstanding restaurants. Charleston is part of a vibrant tri-county area of over 700,000 yet retains the charm of a

small college town. Charlestonians enjoy mild winters and long summers which allows for plenty of time on the city's world class golf courses and miles of beaches.

Charleston's prosperity has been supported historically by the Port of Charleston, among the most active shipping centers in the nation. In recent years, the local economy has been ignited by the aerospace industry and technology innovation, particularly in computer engineering and biomedical technology.



Charleston, South Carolina

Position and Leadership Statement | Director of Philanthropy

The Director of Philanthropy is responsible for strengthening Drayton Hall through an active, comprehensive, and integrated fundraising program. Reporting to Drayton Hall's President and CEO, the Director of Philanthropy will strategize, implement and direct fundraising activities, which include major gifts, annual giving, planned giving, membership and grant programs. All efforts are in support of the strategic plans of Drayton Hall Preservation Trust.

Essential Duties and Responsibilities

- Contribute to the overall success of Drayton Hall in achieving its mission.
- Be a team leader and tactfully lead, follow and/or support colleagues.
- Lead the implementation of an integrated development strategy, inclusive of annual giving, a membership program, major gifts, planned giving, and foundation & corporate support, in consultation with President and CEO.
- Meet or exceed Drayton Hall development goals while adhering to DHPT best practices and policies.
- Play a key role in the implementation of the organizational strategic plan as it relates to philanthropy.
- Help develop and manage a future capital campaign tied to Drayton Hall's next strategic plan.
- Steward previous capital campaign major donors for Drayton Hall's new facilities and associated programs.
- Work with the Development Team to identify, cultivate, and solicit annual, major, and planned gifts from individuals.

- Coordinate and oversee the development and management of grants from private and public sources.
- Serve as a liaison with Drayton Hall Preservation Trust Board of Trustees, Development Committee, and major donors.
- Directly oversee the Advancement Managers, whose primary focus is the management and maintenance of the Friends of Drayton Hall program, encouraging the transition of modest supporters into major donors.
- Oversee the planning and execution of major fundraising events.
- Write donor-related briefing materials, proposals, stewardship reports and correspondence for the President and CEO, members of the Board of Trustees, and others as appropriate.
- As a senior staff member the Director of Philanthropy will be expected to work collaboratively with other senior staff and their teams.
- Responsible for hosting Board of Trustees development events throughout the year to involve and engage the board in fundraising efforts.
- Other duties as assigned.

Qualities and Qualifications

- B.A. or B.S. required; advanced degree preferred.
- Minimum of 10 years of proven performance in fundraising success in professional capacity with non-profit organizations required.
- Proven oral, written, and organizational skills are critical, as are supervisory skills and ability to lead and be a team player.
- Experience with capital campaigns is desirable, as is a genuine interest in museums, historic preservation, and education.
- Advanced skills using Microsoft Office software, with proficiency in the use of Fundraising/Donor Management software – Altru preferred.
- Excellent organizational skills and attention to detail.
- Demonstrated willingness to learn.
- Ability to prioritize and multitask in a fast-paced environment.
- Ability to work both independently and as a member of a team.
- Genuine passion, enthusiasm and belief in the mission of Drayton Hall Preservation Trust.

To Apply

Drayton Hall has retained Capital Development Services to assist with professional recruitment.

Nominations, expressions of interest, and applications can be submitted via email to searchservices@capdev.com or online by clicking [here](#).

Candidates should include **a cover letter, a resume, and a list of three references**. All material will be confidential. Additional inquiries may be directed to Jen Tozier at Capital Development Services, 336-747-0133 x 208.