



Audubon

**Position Announcement and Leadership Statement**

**Director of Development**

*Durham, North Carolina*



## **The Opportunity | *Audubon North Carolina***

The mission of the National Audubon Society's North Carolina State Office is to help conserve and restore the North Carolina habitats we share with all wildlife, focusing on the needs of birds. Audubon North Carolina achieves its mission through a blend of science-based research and conservation, education and outreach, and advocacy.

The National Audubon Society has its roots in North Carolina and its history has always been linked to a passionate concern for birds, other wildlife and their habitats. It was this concern that led to the organization of the nation's first Audubon Society in 1886. In 1902, T. Gilbert Pearson organized the Audubon Society of North Carolina, which launched wildlife conservation in the state. Today, the threats are far different from a century ago, but they are potentially greater in magnitude. Habitat loss and degradation because of human influences are the greatest threats to birds. Habitats for nesting, foraging, migration and wintering are essential, and the conservation of these areas is critical.

Audubon North Carolina's 25,000 supporters and nine chapters comprise a growing force of grassroots activists involved in conservation at every level. Audubon North Carolina education and outreach programs combat "nature deficit disorder" by making natural connections for thousands of people every year.



## **The Position and Candidate | Director of Development**

The Director of Development, reporting to the VP for Development, will assist in growing the major gifts program at Audubon through collaborative fundraising efforts in support of all Audubon priorities together with specific state directors and other conservation professionals working across the Audubon Network. His/her role is to identify, cultivate, solicit, and steward high capacity donors toward gifts that support Audubon to achieve its ambitious local, state, national and international goals. They will manage a portfolio of major gift donors and prospects capable of giving \$10,000 + annually, working collaboratively to leverage donors across projects, states, and the national organization with the goal of moving donors up the table of gifts. The Director of Development will

partner across the organization to coordinate and coach various program staff and board members engaged in fundraising as well as to identify giving opportunities. S/he must have exceptional written and oral communication skills and demonstrate a commitment to a collaborative workstyle.

In addition to their role as a frontline fundraiser, the Director of Development will devote 30 percent of his/her time supporting the development and implementation of sustainable revenue plans for all contributed income for Audubon North Carolina and National Audubon Society together with the VP for Development. The Director of Development will manage development staff in North Carolina. Together, he/she will oversee and execute comprehensive fundraising plans for Audubon North Carolina. They will help lead a resource development planning exercise in conjunction with the strategic planning exercise Audubon North Carolina is currently undertaking, which tie directly to the Audubon three-year strategic plan.

Key metrics for success will include donor engagement (number of personal meetings with prospects and volunteers), revenue (value of gifts; number of solicitations; and success rate of solicitations; achievement of the programmatic contributed revenue goal for North Carolina and a portion of the national revenue target), increased board engagement and support for Audubon North Carolina and the strategic deployment of Audubon's senior conservation professionals including the Executive Director for Audubon North Carolina. The successful candidate will be an entrepreneurial, result driven, development professional with success in closing five, six, and seven figure gifts and as well as management experience. This position requires up to 50 percent travel time throughout North Carolina as well as occasional evenings and weekends.

**Responsibilities of the position include:**

- Develop and maintain a strong knowledge of Audubon's Strategic Plans, priority projects, and core initiatives.
- Qualify current and prospective donors to develop an active portfolio of 100 individuals capable of making gifts, at a minimum, of \$10,000 annually.
- Create and implement personalized cultivation/briefing/ask strategies for all assigned prospects, based on philanthropic focus to maximize giving to Audubon.
- Coordinate and coach program leaders to help them effectively carry out their responsibilities related to fundraising and achieving the contributed income expectations.
- Fully brief volunteers, executives, and program staff for all interactions with donors, including research information, goals of meeting, and talking points.
- Regularly review portfolio and planned strategies with VP for Development, conservation professionals, and others in order to align prospects interests with emerging priorities.
- Manage prospect pipeline and continually strive to identify and engage new donors.
- Mentor and help advance the skills of direct report(s).
- Using the fundraising database (Salesforce), create and record timely reports on all donor interactions.
- Help set and achieve specific fundraising goals for Audubon North Carolina.
- Participate in the planning, construction, and management of annual and three-year contributed income work plans to support annual budgets for Audubon North Carolina.

- Help in the identification of new state and possibly national board members.
- Staffing of state and center board meetings in support of development agenda items in North Carolina.
- Work collaboratively with national and other state office staff in support of Audubon's strategic priorities.
- Adhere to the highest ethical standards, demonstrate empathetic disposition and perseverance, reflect optimistic and a positive attitude, and convey sensitivity to the needs of donors.

**Critical knowledge, skills, and abilities required for the position include:**

- Bachelor's degree required, as well as 7-10 years of progressive nonprofit fundraising experience in complex and matrixed organizational structures.
- Proven track record of building donor relationships that result in annual gifts at the five and six-figure level, and experience soliciting, closing, and stewarding multi-year commitments and seven-figure gifts.
- A minimum of four years of experience managing fundraisers and fundraising programs within a similarly complex institution.
- Demonstrated ability to work as part of a team as well as to be self-directed with a high degree of accountability.
- Skilled at working cross functionally with leaders, as well as high-level volunteers and boards.
- Ability to manage projects, establish and monitor priorities, maintain flexibility, and meet deadlines with little direct supervision.
- Management style that builds alliances and emphasizes consensus building, high ethical standards, collegiality, and effective teamwork within a results-focused organization.
- Ability to drive, manage, and delegate project work; establish and monitor priorities; and maintain flexibility while meeting deadlines.
- Exceptionally strong strategic thinking, analytical skills, and attention to detail.
- Outstanding stewardship and relationship management skills.
- Interest, understanding, and commitment to the conservation of birds, other wildlife and their habitat is critical; as is the ability to communicate Audubon's mission, goals and programs effectively and with the highest professional standards.

**Procedure for Candidacy**

Audubon North Carolina has retained Capital Development Services to assist with recruitment for this position. **Nominations, expressions of interest, and applications should be submitted via email to [searchservices@capdev.com](mailto:searchservices@capdev.com).**

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