

JOB OPENING

United Way of Lake County Director of Resource Development

This leadership position will report directly to the president, work with volunteers and direct the campaign staff. The successful candidate should have a demonstrated ability in the following areas:

Essential Functions

Relationship Building:

Facilitate and manage customer-focused relationships within the marketplace to include donors, volunteers, chief executives, employee campaign coordinators, donors and staff. Work with donors and volunteers on a year-long basis to gain strong relationships. Cultivate and attract new donors through on-going relationships, contacts, communications, and timely follow up.

Campaign Management:

Successfully lead, strategize, execute and achieve success in the annual campaign utilizing various tactics and strategies including working with companies, campaign volunteers, leadership givers, web site giving, organizations, affinity groups and corporate giving, along with developing other alternative resource development. Assist with other fundraising efforts outside the campaign time period through special events and efforts. Direct campaign budget while working with marketing and communications for campaign expenses, special events and marketing and advertising materials.

Coach Staff:

Work and promote teamwork with staff and volunteers. Commit to excellence and help develop associates to learn new skills through various educational opportunities. Supervise campaign staff and loaned executives to provide a meaningful campaign experience as well as working with the organization's president to make any suggestions to successfully impact the work's success. Work positively as a team member with several internal departments to jointly produce campaign materials, and financial and data information. Serve on the internal leadership team.

Understand and Interpret Data:

Analyze campaign results in a meaningful way and recommend changes to improve future campaign results. Supervise campaign data and other campaign reports due to meet local, state and national deadlines. Work with other United Ways to receive campaign results and enhance regional relationships. Supervise and understand the campaign data and work with accounts receivable that must be accurate and detailed.

Passion and Commitment to Non Profits:

United Way of Lake County is a non-profit organization whose mission is to measurably improve the lives of Lake County citizens. With this mission in mind, the person must feel inspired and excited by the United Way's work and feel proud to share the impact of our work with others. In this role, the Director of Resource Development will have an opportunity to work with many non profits and gain a keen understanding of this special work. The successful candidate should have a real passion for United Way.

Essential Qualifications**Self Sufficient:**

The person should be a self starter and have the requisite skills to lead an effort that would require working with a large diversity of people and a wide-range of companies and organizations. Strategic thinking and implementation is essential, along with flexibility and an ability to multi-task. A well-informed decision maker is important.

Energetic:

Donors must be inspired and asked to contribute their time and talents; an energetic director is often the key to this success. Energy is contagious; it will also give a sense of importance, enthusiasm, and urgency to the work. The successful candidate should have a "presence" and be influential.

Results Oriented:

Setting and obtaining goals is absolute. A successful candidate will understand and express the goals that must be achieved, outline the strategies to obtain those goal and set forth a workable action plan. Outcome and results management are imperative.

Strong Organizational Skills:

The campaign has a set timeline and key strategies that must be accomplished. Additionally, many volunteers, employees and donors are part of the fundraising team. In order to manage the campaign effort effectively, the director must have exceptional organizational skills.

Superior Interpersonal Communication Skills:

As part of the campaign, the director will be asked to do public speaking and presentations and must possess other communication skills such as web site giving management, marketing material development, leadership training, and one-on-one donor relationships. As a result, exceptional and proficient interpersonal and communication skills are imperative.

Plus

Bachelor's Degree with six to ten years of relevant experience

Existing relationships within Lake County

Working with volunteers

Fundraising and non-profit experience

United Way experience

Send Resume via E-mail

Careers@uwlc.org

Deadline

5 p.m. February 15