



Remote Area Medical: Chief Development Officer Job Description

The Chief Development Officer (CDO) oversees the organization's fundraising campaigns including managing daily operations and securing new revenue, either through donations or grants, for strategic initiatives. Heads the funding development process through communication and content of The Remote Area Medical Headquarters. The CDO answers directly to the Chief Executive Officer and serves on the Executive Leadership Team.

Job Responsibilities

- Build and maintain healthy strategic relationships with the RAM Community so to benefit objectives; provide shared thinking in relation to assigned area collaborating for the best ideas for RAM.
- Implement and improve donor development through value-based funding strategies, processes and operations to support a thriving investor base. This includes but not limited to managing capital campaign teams, building an effective donor base process and system, fundraising events, grant management, estate planning, and diversify multiple funding streams to help RAM reach long-term objectives and advance the mission. The expectation is to cultivate donors and other stakeholders via face-to-face meetings, estimated up to 20% travel outside of the office to meet this goal.

Key Responsibilities:

Team Supervision:

- Lead, supervise, and support a team of 4-6 individuals, providing guidance in legacy giving, donor relations, corporate and foundation giving, and donor data management.
- Conduct hiring processes, disciplinary actions, training and development sessions, performance reviews, and establish metrics for the staff to ensure effectiveness and efficiency.
- Collaborate closely with the Marketing and Communications team to ensure clear and concise messaging to all stakeholders, maximizing the impact of fundraising efforts.

Strategic Planning:

- Conduct a thorough assessment of the current donor base and fundraising strategies.
- Develop a strategic plan that aligns with the organization's mission and long-term objectives.
- Identify potential donors and design targeted approaches to engage them effectively.

Capital Campaign Management:

- Provide strategic direction to capital campaign teams, ensuring alignment with fundraising goals.
- Oversee campaign planning and execution to secure major gifts and contributions.
- Coordinate efforts to engage donors and maintain momentum throughout the campaign.

Donor Base Processes and Systems:

- Implement effective systems for managing donor information and interactions.
- Analyze donor data to inform decision-making and tailor fundraising strategies.
- Continuously improve processes to enhance donor stewardship and engagement.

Grant Management:

- Oversee the grant-seeking process from prospect research to proposal development and reporting.
- Build and maintain relationships with foundation representatives to secure funding.
- Ensure compliance with grant application timelines and requirements.

Diversification of Funding Streams:

- Identify and pursue opportunities to diversify revenue streams beyond traditional fundraising channels.
- Explore corporate partnerships, sponsorships, and earned income strategies.
- Support the organization's financial sustainability through innovative funding approaches.

Stakeholder Cultivation:

- Cultivate relationships with donors, investors, and other stakeholders through personalized communication.
- Foster a culture of stewardship and appreciation to strengthen donor loyalty.
- Engage stakeholders through face-to-face meetings, events, and networking opportunities.

Travel and Engagement:

- Allocate time for travel to meet with donors, attend conferences, and participate in networking events, estimated at 20% subject to stake holder opportunities.
- Utilize these opportunities to deepen relationships and solicit support for the organization.

Qualifications:

- Bachelor's degree in nonprofit management, business administration, or related field (master's degree preferred).
- Minimum of 5 years of experience in nonprofit fundraising, with demonstrated success in major gifts, capital campaigns, and grant management.
- Strong leadership and team management skills, with experience supervising and developing staff.
- Excellent communication and interpersonal skills, with the ability to build rapport and cultivate relationships with donors and stakeholders.
- Strategic thinker with the ability to develop and implement fundraising strategies aligned with organizational goals.
- Knowledge of planned giving techniques, estate planning, and legal and financial regulations related to fundraising.
- Willingness to travel and engage in fundraising activities outside of normal business hours, as needed.
- Supervise staff and manage all day- to -day operations in assigned area by carrying out measurable goals to meet long term objectives; forging a healthy organizational culture based on the RAM mission, vision, core values and foundational principles; monitor all things related to the organization's health and viability in assigned area; serve as RAM representative to all internal and external stakeholders as directed.

Physical Requirements

- Must be able to stand/sit for extended periods of time.
- Must be able to lift 20lbs.
- Must have a valid driver's license and be willing to drive RAM vehicles.
- Must be proficient in verbal, nonverbal, and written communication skills.

Salary Range: \$87,000 - \$92,000

To Apply: Qualified candidates please submit resume to mattelliott@ramusa.org