Development Manager

*Memphis, TN * Development Department * Full-Time * Non-Exempt*

At Make-A-Wish Mid-South, we are more than a great place to work – our work is life-changing. Together, we create life-changing wishes for children with critical illnesses. We have been doing this for nearly 40 years, and together, with our volunteers, donors, staff and supporters, Make-A-Wish Mid-South has granted more than 7,000 life-changing wishes and transformed countless lives.

THE TEAM

Make-A-Wish Mid-South is headquartered in Memphis, TN with remote offices in Little Rock, AR and Fayetteville, AR. We serve children throughout the Mid-South, including the state of Arkansas, West Tennessee, and North Mississippi. The Development team is committed to raising the funds needed to grant the wish of every eligible child.

THE ROLE

The Development Manager raises funds through mid-to-high-level corporate and individual giving. This position will utilize donor research, moves management, donor stewardship, and all necessary actions to achieve revenue targets.

WHERE YOU COME IN

As the Development Manager, you will:

- Develop strategies and implement plans to cultivate, upgrade and acquire corporate giving through Wishmakers at Work efforts, matching gift opportunities, general corporate giving, corporate foundation giving.
- Act as liaison for Make-A-Wish America corporate partnerships to promote and support campaigns on a local level. Act as Chapter Lead on these national corporate alliances by relaying relevant information to Development staff in Arkansas.
- Support event sponsorship prospect identification.
- Develop and manage relationships with existing individual donors and family foundations to encourage renewal and increased donor support
- Identify new revenue opportunities and advance relationships through a portfolio of high-potential donors and prospects
- Create and execute donor cultivation and stewardship strategies for individual and corporate donors and prospects.
- Represent the chapter positively at speaking engagements and presentations to various groups and donors.
- Attend fundraising events when appropriate and approved. Evening and weekend work and/or travel are required with varying frequency.
- Participate in bi-weekly Development Department Meetings and one-on-one meetings with the VP of Development as scheduled or requested.
- *Perform other related duties as assigned or requested.*

WHAT YOU'LL NEED

- Bachelor's degree in communication, marketing, non-profit management or similar field required.
- Minimum of 3 years work experience in fundraising, sales or account management, or relevant field.
- Skills and experience in presenting and managing relationships with corporations and their senior leadership.
- Ability to work with and build effective long-term relationships with a wide range of internal and external stakeholders.
- Manage and prioritize multiple tasks effectively and efficiently.
- Excellent organizational, interpersonal, and communication skills. Comfortable speaking in front of groups.
- Thorough understanding of the Memphis community as well as regional area.
- Demonstrate a commitment to the Make-A-Wish mission.
- Ability and willingness to travel regionally as required by the position.
- Proficiency in Microsoft Office and related products.
- Experience in Salesforce or other CRM products preferred.

WHAT WE OFFER

- Competitive salary range: $55,000-$60,000
- Paid time off: Vacation – 12 days per year, increasing with tenure; Personal Leave – 12 days per year; and 12 holidays per year.
- Flexible work schedule.
- Fully paid comprehensive benefit package including medical, dental, vision, disability and life insurance.
- Paid medical leave option after completion of five years of employment.
- 401k Retirement Savings Plan, including a match after completion of six months of service.
- Employee Awards and Recognition Programs.

To apply, please send a **cover letter, resume, and salary requirements** to careers@midsouth.wish.org. Applications without a cover letter will not be considered. Only candidates selected for an interview will be contacted. No phone calls please.

Make-A-Wish Mid-South is an Equal Opportunity Employer and does not discriminate on the basis of race, ancestry, national origin, color, religion, gender, age, marital status, sexual orientation, disability or veteran status.