Individual Giving Manager

Mission, Vision, and Values
The Nashville Food Project brings people together to grow, cook and share nourishing food, with the goals of cultivating community and alleviating hunger in our city. At The Nashville Food Project, we embrace a vision of vibrant community food security in which everyone in Nashville has access to the food they want and need through a just and sustainable food system. This mission and vision are guided by core organizational values, including hospitality, stewardship, interdependence, learning, justice, and transformation.

Organizational Background
The Nashville Food Project (TNFP) was born from the idea that good food is a matter of basic dignity. Since its start in 2007, TNFP has served thousands of Nashvillians facing food insecurity. In 2011, TNFP was incorporated as an independent nonprofit, shifting the focus of its meals program toward a collaborative partnership model and launching an urban agriculture program. Today, TNFP continues to connect people to nourishing food and to each other through vibrant urban agriculture projects, made-from-scratch meals, and food shared with local partners working to disrupt cycles of poverty.

Position Summary
The Individual Giving Manager (IGM) is a key member of the Development Team, responsible for growing individual giving at The Nashville Food Project. Reporting to the Director of Development (DoD), this role leads Annual Fund, Seed Starters (monthly giving), and Mid-Level giving programs with a focus on acquisition, retention, recapture, upgrades, and long-term donor engagement. The IGM manages a portfolio of donors and prospects and leads moves management across the Development Team, ensuring clear ownership, intentional next steps, and consistent movement through the pipeline. The role works with the DoD and CEO on pathways into Kitchen Cabinet and transformational giving and with Marketing & Communications and the Development Coordinator on campaigns and stewardship.

ESSENTIAL JOB FUNCTIONS
Partner with the Director of Development to develop, implement, and evaluate individual giving strategies for TNFP, including but not limited to:

Individual Giving Strategy
- Partner with the DoD to develop fundraising strategies for the Annual Fund, Seed Starters monthly giving, and Mid-Level giving
- Recommend goals and lead tactics for donor acquisition, renewal, retention, recapture, upgrades, and movement between giving levels
- Lead multi-channel fundraising campaigns in partnership with the DoD and Marketing & Communications, including campaign planning, audience segmentation, testing, and follow-up

- Develop revenue projections and monitor progress toward annual, quarterly, campaign, and portfolio goals in partnership with the DoD

Portfolio & Donor Relationships

- Manage portfolio of Mid-Level donors and prospects appropriate for the individual giving pipeline through personalized cultivation, solicitation, renewal, upgrade, and stewardship
- Conduct donor meetings, tours, calls, and engagement, making direct, tailored asks
- Identify donors ready to move into Kitchen Cabinet or transformational giving and coordinate thoughtful handoffs to the DoD and CEO
- Use Development-led events strategically for donor cultivation, stewardship, and follow-up.
- Maintain accurate donor interactions, opportunities, and next steps in Raiser's Edge NXT

Moves Management & Collaboration

- Manage TNFP's day-to-day moves-management process, including relationship stages, next actions, anticipated asks, and handoff practices
- Facilitate regular portfolio and pipeline reviews and use donor data and prospect insights to identify opportunities and recommend adjustments
- Partner with Development Coordinator on research, lists, reporting, and campaign administration
- Provide donor strategy, audience insights, and fundraising priorities to support campaign planning with Marketing & Communications
- Support staff, Board members, and volunteer solicitors with donor strategy, assignments, outreach tools, and follow-up

REQUIRED QUALIFICATIONS

- At least five (5) years of progressively responsible nonprofit fundraising experience, including individual giving, donor portfolio management, and direct solicitation; equivalent education and experience considered
- Demonstrated success building donor relationships that lead to renewed or increased giving and achieving fundraising goals
- Comfort initiating donor conversations, conducting meetings, and making direct asks
- Experience developing multi-channel fundraising or donor engagement strategies
- Experience managing donor portfolios and using a structured moves-management process
- Experience using a CRM and donor data to plan, document, evaluate, and forecast fundraising work
- Strong project management, analytical, written and verbal communication, and follow-through skills
- Ability to build positive relationships and collaborate effectively with colleagues, organizational leadership, Board members, committees, volunteers, donors, and external partners
- Commitment to providing a welcoming, hospitality-centered donor experience and advancing TNFP's mission and values

PREFERRED QUALIFICATIONS

- Experience managing annual giving, monthly giving, mid-level, leadership giving, or membership-based fundraising programs
- Experience designing or leading a moves-management system and portfolio review process
- Experience with Raiser's Edge NXT, prospect insights, wealth screening, or fundraising analytics

- Experience engaging executive leaders, Board members, or volunteer solicitors in donor relationships
- Interest in food access, community development, anti-poverty work, or related social impact issues

CLASSIFICATION
This role is an exempt, salaried position. Weekend and evening hours are required occasionally.

COMPENSATION & BENEFITS
Starting annual salary is $69,000-$72,000, commensurate with experience. TNFP offers a benefits package for full-time employees including:

- 100% employer paid health, dental, and vision insurance
- 100% employer paid health insurance for spouse and dependents
- Employer paid term-life and AD&D insurance, and long-term disability insurance
- Employee assistance program
- 401(k) with 4% employer match
- Cell phone stipend
- 16 paid holidays
- Flexible Time Off (FTO)
- Parental leave
- Hybrid work environment with flexible work schedule and location
- Ongoing training and professional development opportunities

To apply, please send a resume and cover letter outlining your interest in our work and mission to info@thenashvillefoodproject.org. Candidates will be considered until the position is filled.

In all aspects of its work, The Nashville Food Project strives for a culture of inclusivity and fairness without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, veteran status, disability, or any other characteristics protected by law.