



DIRECTOR OF DEVELOPMENT

The **Director of Development** is responsible for maintaining the GHS mission and vision through analysis of growth opportunities and acquisition of funding necessary to expand and sustain GHS programs. This person will maintain a high level of understanding of the GHS model and exhibit passion for the GHS mission and oversee development and implementation of annual and campaign-specific fundraising plans designed to obtain philanthropic gifts to advance the GHS research and educational mission. The Director of Development supports the efforts of the CEO, the COO, the Board of Curators, key volunteers, and others to raise funds to meet specific measurable fundraising goals and monitor progress against those goals. Responsibilities will include creating and maintaining records and reports of development related activities (e.g., annual donor reports). This position is responsible for managing a planned giving program, planning and implementation of fund development strategy for major gift donor identification, cultivation, solicitation, and stewardship to increase revenue, donor retention, and mission impact. This role is responsible for formulating a funding strategy and executing a development plan which deepens the commitment of existing donors, increases the number of overall supporters, and creates opportunities for all to contribute to GHS's mission in practical and meaningful ways. The successful candidate will be energized by the opportunity to strengthen the existing development program and enhance the fundraising results of GHS. GHS boasts an influential, dynamic Board of Curators comprised of leaders from across the state of Georgia; the board is actively engaged in fundraising efforts.

Must have demonstrated leadership in coordinating an annual campaign including direct experience with donor stewardship, cultivation, and solicitation. Highly developed verbal and written communication skills, excellent writing and editing skills, the ability to communicate complex ideas clearly and persuasively, high attention to detail, and exceptional interpersonal skills and the ability to interact effectively with leadership, prospects, donors, and/or volunteers in a wide range of roles. Also important: ability to exercise exceptional judgment, an understanding of ethics related to development activities, high level of discretion, and demonstrated organizational skills and experience in managing events and other complex activities and projects in support of institutional development objectives. Must have established skill in crafting compelling donor communications and marketing materials that resonate with potential donors. Experience with fundraising software and donor databases including proficiency with fundraising software as well as experience with donor databases and online fundraising platforms. Bachelor's degree (Finance, Accounting, or similar field) from an accredited university. Master's degree highly preferred. Minimum of ten years of professional experience in nonprofit fundraising with specific responsibility for overseeing successful implementation of fundraising campaigns. Prior experience working with Salesforce or other equivalent fundraising software, management experience, and strong project management experience with the ability to oversee multiple projects and meet deadlines. Experience and understanding of all fundraising compliance requirements and regulations including nonprofit financial reporting.

This is a full-time, in person, benefited, opportunity based in Savannah, Georgia.

Physical Requirements:

Must have the ability to sit for extended periods, stand and walk occasionally, reach with hands and arms, and lift/carry objects up to 25 pounds occasionally. Must be able to ascend and descend stairs. Must use hands to

manipulate objects including a keyboard/mouse and GHS collection material. Must have good vision and hearing to perform tasks like reading documents and communicating with colleagues, donors, patrons, and the general public in person and over the phone. Must provide staff support with an annual event requiring additional work hours and advanced walking, standing, reaching, lifting, and carrying materials. This annual event will require an ability to hear accurately to interact with the public, demonstrate clarity of vision, judge distance and space relationships, and identify and distinguish colors.

To Apply

Send cover letter and resume to:

Director of Development

Georgia Historical Society

104 West Gaston Street

Savannah, GA 31401

Fax: 912.651.2831

Email: jobs@georgiahistory.com

No phone calls please