

Senior Director, Major Gifts-Hybrid

Salary Range: \$82,000-\$99,000 annually

Hybrid Schedule: 2 days from home and 3 days on-site

Benefits (The Good Stuff)

- **Exempt (Salary): 3 WKS+ Vacation Paid***
- **12 Paid Holidays**
- **12 PTO Paid Days**
- **Competitive Health Benefits Package**
- **Wellness Program Reimbursements up to \$50/month**
- **Short Disability at NO COST**
- **Life Insurance & AD&D 2X Annual Salary at NO COST**
- **Employee Assistance Program**
- **Retirement Plan UP TO 6% Employer Funding**
- **Professional Development Opportunities**
- **Discounted On-Site Early Childhood Care**
- **Tuition Assistance for Early Education Degree**
- **Free Monthly Transit Card**

**Vacation amounts may vary based on roles, schedules, and years of service*

Help us make a difference in our community. United, we are tackling complex issues and turning contributions into real change. We fight for equitable access to quality education, financial security, and the health of everyone in our community. Join our team and join us in the fight for a stronger Miami!

United Way Miami, Inc. is hiring a **Senior Director, Major Gifts** to join our team. As **Senior Director, Major Gifts** you will Develop and build relationships in the community to address the health and human service needs of the community through United Way Miami. Focus on fundraising for both annual and Endowment campaigns from individuals who can make gifts of \$100,000 or more.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Ensures that all Tocqueville Society gifts are accounted for during the fiscal year.
- Manages relationships with approximately 100-125 prospective and current donors who can make major/planned gifts of \$100,000 or more. Identify,

qualify, cultivate, solicit, and steward same. Participates in all aspects of the gift cycle:

- Initiate contacts with potential leadership and major gift donors- Develop appropriate cultivation strategies for them, including working with volunteers- Moves potential donors in an appropriate and timely fashion toward solicitation and closure- Makes solicitations when appropriate- Maintains stewardship contacts with donors; adheres to the highest ethical standards; demonstrates empathetic disposition, and perseverance; reflects optimistic and positive attitude, and conveys sensitivity to the needs of the donors

- Participates in 15-20 donor meetings a month.
- Works collaboratively with and in support of volunteers, other development staff, and other United Way staff to achieve the needs of the prospects.
- Participates in prospect management meetings to ensure coordination of cultivation, solicitation, and stewardship activities.
- Attends United Way events as well as outside events for United Way representation, networking, etc.
- Responsible for soliciting gifts of \$100,000 and higher from individuals
- Collaborate with the Development Officers to identify major and planned gift prospects within an account to create, cultivate, and solicit donors.

Education Requirements: Bachelor's degree required. Master's preferred.

Experience Requirements: Five years of experience in individual fundraising with a track record of closing major gifts in education, the human services area preferred.

Technology Requirements: Internet Explorer, Word, Excel, Outlook, Andar (database) and Takes the responsibility to learn & use technology to increase one's own productivity and keep technical skills up to date. Maintains accurate and current data files.

Other Essential Knowledge/Skills: Public speaking, understanding of people, ability to adapt to changing situations, ability to understand and analyze industry trends, sales ability, computer skills, basic math skills, and negotiation skills. The Spanish language is not a requirement but helpful.

Career growth: We encourage you to grow by providing formal and informal development programs, coaching, and on-the-job challenges. We want you to ask questions, take chances, and explore the possible.

Apply with confidence! Research indicates that individuals, especially people of color and women, may hesitate if they don't meet every requirement. At United Way Miami, we embrace diversity and inclusion. If you're enthusiastic about a role, apply, even if your experience or education isn't an exact match. You could be the perfect fit for this position or discover other exciting opportunities within our organization. Please note that while some roles may have specific requirements for funding eligibility, we STILL encourage you to explore our job opportunities.

UWM is an equal opportunity employer and a drug-free workplace, please visit our Career site homepage to view our EEO statement and Drug-Free policy.