

Job Description

Director Philanthropic Services

Results-Based Expectations

Reports To: Vice President, Philanthropic Services

Position Type: Full-time, professional exempt

Position Summary:

Community Foundation of Broward seeks a goal-driven candidate who possesses exceptional relationship skills, outstanding writing and communications skills, a proven track record of securing large scale investments/major gifts, and a deep commitment to developing philanthropic resources for our Broward Community. This is an exceptional opportunity for a professional who is passionate about positively impacting the lives of those in our community by inspiring others to invest generously to make Broward better.

The Director of Philanthropic Services primary functions are to help significantly grow the Community Foundation of Broward's assets and reach of the foundation. Those functions include:

Identifying, cultivating, and soliciting:

1. Current Donors to add to their Funds and to include the Foundation in their estate plan.
2. Prospective Donors for new current and planned gifts.
3. Connecting and developing relationships with professional advisors to align our services.

This individual's development work is key to the Community Foundation of Broward's ability to raise \$50 million annually.

RESULTS-BASED RESPONSIBILITIES

Build and Grow Funds:

- Close new gifts to current donor Funds: Identify, cultivate, and solicit current Fundholders to add new gifts to their charitable Funds.
- Close gifts to create new donor Funds: Identify prospects and create and implement cultivation strategies that result in new gifts.
- Grow the planned gift pipeline by asking prospects to include the Community Foundation in their estate plan and provide documentation of their intentions.

- Work closely with the Professional Advisor Community to secure referrals that lead to new gifts at CFB.

Frontline Fundraising Goals

- 120 face to face cultivations each year with high-net-worth donors and prospects capable of making six and seven figure gifts.
- 12 solicitations of \$100K or more each year, securing \$1M in new current endowed funds and \$500K in new non-endowed funds annually.
- Grow the Planned Gift Pipeline by \$5M each year.
- Manage a portfolio of 125 prospects.
- Collaborate with other members of the team to create donor strategies and proposals.

Community

- Participate in CFB hosted events
- Attend external events sometimes requiring an evening and/or weekend commitment.
- Be a knowledge center on CFB work in the community and understand CFB's community priorities and grantmaking framework.
- Knowledgeable with database and prospect management systems.
- Know the history, accomplishments, programs, and direction of the Foundation; internalize and emulate the mission, vision, values of CFB.
- Serve the community by being involved with another nonprofit organization.
- Involved with professional advisor network and with professional philanthropic staff in the business community.
- Stay abreast of trends in the community and community foundation field; and stay current in professional reading.

Our Mission

Transform our community through focused leadership that fosters collaboration, builds endowment, advances equity and connects people who care to causes that matter.

Our Vision

We strive to create a community that is a vibrant place where all can thrive, feel connected and have the opportunity to reach their full potential.

Our Values

Lead with Purpose: We take bold strategic action as a community champion focused on a more vibrant and prosperous Broward for all.

Cherish Diversity: We treasure diversity, stand for equity and foster inclusion within our organization and across our community.

Create Collaboration: We forge dynamic collaborations with community partners and create innovative solutions to Broward's biggest challenges.

Empower Philanthropy: We partner with visionary residents to grow enduring philanthropy that benefits our community for generations to come.

Listen, Learn and Share: We evolve and grow to serve the changing needs of our community.

The Community Foundation of Broward is the leading philanthropic force in Broward and the “go to” place on philanthropy. We help individuals, families and organizations create personalized charitable Funds that create game changing philanthropic impact. We are strong and stable as evidenced by our 39-year history and rank within the nation’s top 100 community foundations. Our world-class fiduciary has overseen growth of \$257 million in assets and \$177 million in grantmaking since inception. The philanthropic expertise and deep community knowledge of our Board and staff informs, empowers, and connects individuals to the causes that matter to them and our community. Located in downtown Fort Lauderdale in the heart of Las Olas Blvd., the Community Foundation is an equal opportunity employer, actively committed to building a diverse staff and creating an inclusive environment for all employees.

Qualifications:

3-5 years working in a development role; experience working with professional advisors and complex gifts is a plus

Demonstrated history of closing six and seven figure gifts or complex gifts

Client facing role in financial or professional service industry

Bachelor’s degree required; master’s preferred

CFRM or CFRE a plus

Community Service is a plus