



Chief Development Officer

Posting Date: February 21, 2023
Reports to: Chief Executive Officer
Hiring Range: \$125,000-\$154,000

BACKGROUND

[Blessings in a Backpack](#) mobilizes communities, individuals, and resources to provide food on the weekends for school-aged children across America who might otherwise go hungry. Each week of the school year, Blessings and its volunteers and partners send a bag of food home with children who, during the week, are fed by the free and reduced-price meal program.

During the 2021-2022 school year, Blessings helped make more than 3.1 million hunger-free weekends possible for kids at over 1,000 schools across the country.

POSITION SUMMARY

Reporting to the chief executive officer, the chief development officer serves as a key leadership team member. In partnership with the chief executive officer, this position is responsible for the continued development and execution of an integrated resource development strategy to build Blessings' visibility, impact, and financial resources. The chief development officer leads all national fundraising and development activities and results, leading the national fundraising team. Additionally, the position works with the chapter and community program teams to develop and support implementation of the fundraising strategy in their markets.

The successful candidate will help forge new relationships to build Blessings in a Backpack's visibility, impact, and financial resources. Working closely with the senior leadership team, the chief development officer leads the design and implementation of a comprehensive plan for developing key donor partnerships that result in organization-wide fundraising success to advance the organization's strategy.

The chief development officer will have primary responsibility for establishing and implementing the strategy and infrastructure needed to grow a national fundraising budget through the solicitation of major gifts, individual giving, corporate, and foundation support. While the position is directly responsible for ensuring the national fund development team reaches its fundraising goals, this position and the national fund development team also serve in a consultative role for the chapter and community program teams as they strive to reach their local fundraising goals.

She or he will expand and diversify Blessings in a Backpack's donor base/pipeline and work closely with other team members to secure funding for new initiatives. In addition, this position will work closely with the national board of directors and support board members in their fundraising efforts.

It is expected that the amount raised by Blessings in a Backpack will increase in future years as the chief development officer systematically and effectively strengthens the organization's overall fundraising capacity.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Fund Development:

- Development and implementation of the organization's fundraising strategy, annual goals, and business plan to reach those goals, including cultivation, solicitation, recognition, and stewardship of individuals, corporations, foundations, and other philanthropic partners.
- Further expand the organization's use of a cohesive fundraising strategy and procedures that are tailored and implemented on the three levels of the organization:
 - national by the fund development team
 - chapters under the responsibility of the vice president of chapter relations
 - community level under the responsibility of the vice president of community programs
- Manage a portfolio of high-level donors, working closely with the chief executive officer and members of the Fund Development team.
- Track results to goals, including key performance indicators, revenue, and other measurements.
- Develop and oversee structures and systems for implementation of fundraising efforts.
- Support and partner with the national board of directors as they strive to engage their networks in Blessings in a Backpack's work.
- Stay apprised of advancements and changes pertinent to fundraising and the development professions overall. Direct and lead adaptations in Blessings' strategy and practices in accordance with industry developments and changes.

Leadership, Staff Management, and Organizational Strategy:

- Directly supervise 4-5 fund development staff, developing their skills and confidence so that they can mentor, encourage, and motivate colleagues on the fund development team and serve in a consultative role to others. Create and support a high performing culture in the fund development department aligned with the organization's core values.
- Determine staffing plans to achieve fundraising goals and objectives and participate in hiring decisions for new fund development staff.
- Establish individual staff goals and objectives. Hold staff accountable and track results against agreed upon goals.
- Deploy resources efficiently and effectively toward organizational goals. Develop a team-based environment to motivate and inspire staff to work collaboratively toward mission and goal, by clearly communicating the vision for the department.

Other Leadership Responsibilities:

- Participate in the budget development process alongside other executive leaders and oversee the fund development budget including ensuring that the team maintains a high level of fiscal responsibility.
- Represent the organization externally on relevant committees and task forces, as well as at speaking engagements, conference panels, and trainings.
- Continue to develop and strengthen Blessings in a Backpack's unique and compelling voice to build awareness, relevance, reputation, and esteem among target audiences.

BASIC QUALIFICATIONS

The ideal candidate will be a proactive leader and strategic thinker with a proven track record in fundraising and donor relationship management. Basic qualifications include:

- Bachelor's degree required.
- Minimum 10 years of fund development experience, including three years managerial and team leadership experience.
- Proven track record of developing and implementing a fundraising strategy and team to raise support from diverse sources.
- Experience in developing and implementing a strategic approach for the identification, cultivation, solicitation, recognition, and stewardship of donor prospects, including individuals, corporations, and foundations.
- Experience in the development and management of a financial budget, including revenue forecasting.
- Demonstrated excellence in organizational, managerial, and communications skills, both written and verbal.
- Demonstrated commitment to accountability, measuring outcomes, and a results-oriented culture with the ability to gather and analyze data.
- Knowledge of donor databases and proficiency in Microsoft Office programs, including Excel and PowerPoint.
- Ability to handle and prioritize multiple projects while maintaining attention to detail.
- Sound judgment, professionalism, and a positive attitude.
- Resourcefulness, creativity, and strong problem-solving skills
- Ability to travel nationally as needed, approximately 6-8 times a year.
- Commitment to diversity, equity, and inclusion; diplomacy; and the ability to honor confidentiality. Passion for the mission to make an impact on the lives of food-insecure children in a fast-paced, entrepreneurial environment.

PREFERRED QUALIFICATIONS

- Advanced degree in nonprofit or business management preferred.
- Fund development experience in an organization with a national/chapter or affiliate structure.
- Knowledge of Raisers Edge donor database.

BENEFITS

Medical, Dental, Vision, Life and Short-Term Disability Insurance; Paid Time Off, Paid Holidays, Paid Winter Break, and Summer Fridays; FSA Plan; 403(b) Plan.

While it is preferred that the candidate is in the greater Chicago region, remote location is an option. Relocation assistance is not available.

Interested individuals should send cover letter and resume to carolb@blessingsinabackpack.org.

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