



Director of Development

POSITION DESCRIPTION

The Liberty Fellowship **Director of Development (DOD)** will have the unique opportunity to contribute to the impact of the pre-eminent community of leaders in South Carolina by leading Liberty Fellowship's fundraising and ensuring the Fellowship's long-term financial sustainability.

The Liberty Fellowship DOD will be an experienced professional with a proven track record of securing significant financial investments in the higher education, philanthropic, or private sector and will serve as the principal fundraiser for the Fellowship. The DOD will facilitate the development of a proactive resource development strategy in collaboration with the Chief Executive Officer (CEO) and members of the Liberty Fellowship Board of Directors and will also hold responsibility for plan execution.

In this externally facing role, the DOD must possess the expertise, gravitas and credibility to steward relationships and generate support from a wide range of constituencies modeling high-integrity and a firm commitment to the vision of Liberty Fellowship. The DOD should understand the Fellowship's network approach and be able to communicate a vision with long-term outcomes and indirectly attributable impact.

The DOD will be an entrepreneurial leader, open to innovative solutions, and comfortable within an organization navigating inflection and growth. They will report to and work in direct partnership with the CEO.

ESSENTIAL FUNCTIONS

Liberty Fellowship's dedicated professional team is small, collaborative and supportive. The DOD will be required to be a **highly independent self-starter, both a thinker and a doer.**

The DOD will be expected to:

- Lead Liberty Fellowship's annual financial raise of a minimum of \$1.2-1.5 million, with potential plans for a program expansion and endowment campaign in the next three years through corporate, individual, and foundation funding.

- Engage with individual and institutional donors to communicate a case for support and actively cultivate and solicit investments through visits and other forms of direct contact.
- Identify and secure new revenue streams with a focus on increasing sustainable, unrestricted private revenue. By expanding the pool of donors and potential donors to more completely fill out the giving pyramid (annual giving to principal giving), the DOD will help create a robust and healthy pipeline that will benefit Liberty Fellowship for years in the future.
- Create and sustain a moves management system to ensure major gift cultivation from the Board, CEO, and DOD.
- Work closely with the CEO in soliciting gifts from new and existing donors, maintain a CEO portfolio of leadership gift prospects, and optimize use of the CEO's available time to fundraise.
- Manage a significant portfolio of donors and prospects and meet expectations for donor visits, solicitations, stewardship, and other connection tactics and strategies.
- Contribute to a comprehensive communications strategy for Liberty Fellowship from a donor and engagement perspective, recommending vehicles for effective external and internal communications.
- Travel throughout South Carolina to cultivate meaningful relationships for Liberty Fellowship and reach across a wide network of Fellows.
- Contribute to ensure Liberty Fellows are engaged, informed and involved in the activities of the Fellowship through relevant, effective programs that facilitate their connection to one another and to what makes Liberty Fellowship a unique community.
- Create a development strategic plan.
- In collaboration with the Strategic Communications Director, identify and evaluate the effect of internal and external forces on the organization and its fund development, recommending adjustments to short-and long-range fund development plans and programs that support the organization's values, mission and general objectives.
- Monitor, analyze and report on overall revenue generation results versus goals to internal and external constituencies.
- Manage the financial and communication aspects of donors, potential donors, and pledges via Bloomerang Fundraising and Donor Management software database.

- Develop clear processes and collaboration with all team members to create an understanding of and appreciation for the fund development function, creating an environment of cohesiveness and collaboration.
- In collaboration with the Strategic Communications Director, ensure philanthropy and fund development are carried out in keeping with the organization's overarching brand, values, mission, vision and plans and demonstrate integrity of financial stewardship and accountability of resources.

QUALIFICATIONS

To be able to realize this opportunity, **the DOD will embody the following qualifications and qualities:**

- A deep appreciation for the mission and aspirations of Liberty Fellowship; the ability to successfully articulate that mission and generate excitement about the Fellowship among a diverse group of stakeholders; and the desire to play a meaningful role in the Fellowship and its extended community.
- The professional credibility and maturity required to effectively engage and leverage the CEO, Board of Directors, Fellows, and other volunteers in the cultivation and solicitation of key prospects.
- Success building a development operation and a track record of incorporating best practices into engagement and development programs.
- Demonstrated ability in multi-year, multi-million-dollar campaign planning as well as a track record of success prospecting, soliciting and closing gifts from individuals, corporations, foundations to support programs and/or impact funds.
- A record of building relationships with leaders in the corporate and foundation world and the ability to translate those relationships into productive and rewarding outcomes for an organization.
- Knowledge of the South Carolina landscape, a personal and professional network to be leveraged, and ability to expand Liberty Fellowship's visibility and success to potential regional and national-level investors.
- Experience with Bloomerang Donor Management Fundraising software, or a similar database with capability to report on data tracked.

- An understanding of and a commitment to the importance of creating an advancement strategy that is inclusive of individuals from all backgrounds with diverse perspectives.
- Excellent communication skills, both written and verbal.
- Understanding and respect for the familial culture of Liberty Fellowship and the broader Liberty Fellowship community.
- Honesty, integrity, enthusiasm and perspective; a very strong work ethic, supported by commitment and follow-through.
- A keen eye for operational efficiency and optimal use of resources; the ability to plan, monitor and tightly manage a budget.
- Ability and willingness to commit to considerable travel within South Carolina and some travel out of state.
- Ability and willingness to commit to extended working hours, as required.
- Ability to work independently with minimal supervision and administrative support.
- Positive attitude with a sense of humor and high emotional intelligence.
- Bachelor's degree required; advanced degree or study preferred.

COMPENSATION AND BENEFITS

- \$70,000 - \$80,000 annual salary range.
- This position is eligible for a comprehensive benefits package including:
 - Medical insurance with the option for a health savings account with employer match up to \$2,000 per year.
 - 401(k) retirement account with a 3% employer match.
 - Access to a variety of other benefits, including but not limited to dental and vision insurance, short-term and long-term disability insurance, and life insurance.

LOCATION AND TRAVEL

Liberty Fellowship is a statewide organization with headquarters in Spartanburg. The Director of Development is a remote position with frequent in-state and some out-of-state travel required.

TO APPLY

Email cover letter and resume to contact@libertyfellowshipsc.org with subject line: Director of Development.

ABOUT LIBERTY FELLOWSHIP

Liberty Fellowship is a network of values-based leaders committed to the betterment of life and opportunity for all citizens of South Carolina. Liberty Fellowship activates individual leaders through a deeper understanding of a just, free and equitable society; serves as a convener for bringing together diverse perspectives to advance civil discourse; and provides infrastructure for taking action.

The Fellowship is an independent, nonprofit, nonpartisan, nonsectarian, non-dogmatic organization which operates independently of the positions and views of its funders. For more information, visit libertyfellowshipsc.org.