



Job Description

Position Title:	Senior Director of Donor Partnerships
Classification:	Exempt, Fulltime
Reports To:	Head of Development
Direct Reports:	Director of Donor Partnerships, Mission Ambassador & Event Officer
Location:	Springfield, VA

BACKGROUND:

Established in 2006, Hope For The Warriors® (HOPE) is a civilian, 501(c)(3) non-profit organization. The mission of Hope For The Warriors® is to restore the quality of life for post-9/11 service members, their families, and families of the fallen who have sustained physical and psychological wounds in the line of duty. Hope For The Warriors® is dedicated to restoring a sense of self, restoring the family unit, and restoring hope for our service members and our military families.

CORE VALUES:

Hope For The Warriors® understands the challenges, pride, and joy of being a military family. For today, tomorrow, and years to come, we will strive to meet the changing needs of service members and their families. Additionally, we value community. Through our grassroots philosophy of interacting with the communities Veterans live and work in, we establish and nurture the relationships that have become the foundation of our support.

ROLE SUMMARY:

The Senior Director of Donor Partnerships primary responsibility is to grow revenue with external partners in support of our mission while demonstrating a deep understanding of our programs and services. Build and maintain strategic partnerships and lasting relationships with executives to secure and grow annual fundraising by continuously being visible and engaged in the community. Solicit and cultivate new corporate partnerships with a primary focus of \$50K+. Provide leadership and supervision to 2 team members, fostering a collaborative and results-driven environment. This position requires an adherence to the highest standard of fundraising ethics and best practices.

PRIMARY JOB DUTIES AND RESPONSIBILITIES:

- Understand the relevance and application of the Hope For The Warriors® mission, goals and brand in the military and veteran community.
- Engage new and current relationships with partners through personalized engagement strategies, demonstrating the impact of their support to include donor acquisition, prospect research, cultivation, solicitation, and stewardship strategies to increase revenues.
- Support the development and implementation of comprehensive fundraising strategies to tap into corporate funding (CSR, corporate volunteerism, sponsorships, and ERG).
- Evaluates the revenue growth potential of all development activities and develops appropriate strategies to ensure revenue diversity, stability and growth.
- Maximize revenue potential by building robust pipelines and delivering compelling proposals that build mutually beneficial partnerships and align with long-term strategic goals.
- Support direct reports in developing strategies for cultivation, solicitation and stewardship strategies to increase revenues.
- Attend internal and external special events and represents the organization to advance partnerships.

- Identify new sponsorship opportunities to support internal and external events.
- In collaboration with other members of the team, manage the operations of partnerships to assure all deliverables are managed effectively, providing the best partner experience possible.
- Lead by example in the maintenance of accurate and timely records of all activities in donor database (Salesforce), reporting activity, trends, progress and results.
- Review development revenue goals and analyze budget reports on fundraising; recommend changes and adapt as necessary.
- Provide regular progress reports to the Head of Development including results to date, recent activity, priority contacts to be made and next actions.
- Under the direction of the Head of Development assist in the identification of new revenue sources.
- All other duties as assigned.

QUALIFICATIONS:

- Bachelors Degree required
- Minimum 7 consecutive years experience in managing professional donor relationships in a nonprofit environment
- Proven experience building a portfolio of partnerships to meet and exceed revenue goals.
- Must have strong interpersonal relations skills, and excellent oral and written communications skills, with the ability to work well with individuals across all organizational levels.
- Represent the organization in a mature, professional manner
- Strong organizational skills with attention to detail
- Must have Salesforce or other donor CRM experience
- Ability to work independently and collaboratively, while prioritizing projects to meet deadlines.
- Understanding of military practices and culture.
- Understanding of nonprofit best practices and culture.
- Experience with Office 365 and database applications preferred.
- Salesforce experience/knowledge a plus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The qualified employee will work in an office setting, and virtually interact with staff, consultants, and outside vendors, therefore he/she may be subjected to interruptions throughout the workday. The position will require some flexible hours, in addition to travel (approximately 15%).

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The position requires the ability to sit for sustained periods of time, travel and drive. The vision requirement includes close vision. The employee is occasionally required to lift up to 30 pounds.

ACKNOWLEDGMENTS:

I have read and understand this job description and fully understand the requirements set forth herein. I accept the position and agree to abide by the requirements set forth and will perform all duties and responsibilities to the best of my ability. I further understand that my employment is at-will; that my employment may be terminated at-will by Hope For The Warriors® or myself, with or without notice for any reason not expressly prohibited by law.