



About Make-A-Wish Middle Tennessee

Since 1980 Make-A-Wish America® has granted the wishes of children with life-threatening medical conditions to enrich the human experience with hope, strength and joy. From one boy's wish to be a police officer, the organization has evolved to grant a child's wish in the U.S. every 40 minutes. Now the largest wish-granting charity in the world, with 62 chapters in the United States and its territories, Make-A-Wish has granted more than 215,000 wishes in the U.S. since inception.

Make-A-Wish Middle Tennessee was established as an affiliated chapter of Make-A-Wish America. The organization has enjoyed an exceptional relationship with the 38 Middle Tennessee counties it serves and has granted more than 1,300 wishes since its founding in 2000. The chapter has received national recognition in recent years for Performance Excellence, Outstanding Fundraising Performance and won the highly esteemed Infinite Wish Award in 2015, for Alby's wish to be a pirate treasure hunter. For more information, visit middletennessee.wish.org

POSITION SUMMARY

Reporting to and in collaboration with the CEO, the Director of Development serves as a senior leadership member at Make-A-Wish Middle Tennessee and is responsible for all fundraising and development activities that communicate and advocate the organization's vision and mission. The Director will guide a wide-range of advancement programs focused on corporate engagement to lead the chapter to new levels of fundraising and development success. The Director will create and manage meaningful corporate partnerships and inspiring relationships, communicate passion and relevancy to a diverse constituency, thrive in a competitive marketplace, and contribute to a collaborative and team-oriented organization. With an expansion in mission delivery work and an ambitious goal of granting every eligible wish in Middle Tennessee, an entrepreneurial Director of Development who can build a development plan to support this growth and ensure long-term sustainability of the chapter is required.

PRIMARY RESPONSIBILITIES

- **Strategic Partnerships:** Define and manage organizational programs for corporate partnerships; Work directly with current and prospective corporate donors interested in supporting the chapter at the \$5,000+ level on a regular basis; Work with CEO to assign relationship management for cultivation, solicitation and acknowledgment of current and prospective corporate donors; Implement moves management strategies to develop the pipeline of donors and ensure long-term engagement with the chapter.

- **Program Oversight:** Develop an accurate communication system for tracking the interests and involvement of current and past donors to trace corporate partnership programs, individual giving and grant requests; Coordinate development efforts with Make-A-Wish staff to form a yearly comprehensive fundraising calendar to ensure the most effective use of organizational resources; Plan, manage and execute the annual Walk for Wishes event; Partner with program staff for appropriate monitoring and reporting of results to funders; Work in partnership with the finance and operations department to record and acknowledge gifts in a timely manner; Contribute to the writing of chapter communications including donor spotlighting, annual reports, newsletters, etc.
- **External Representation:** Network with members of the local business community, nonprofit organizations and fellow Make-A-Wish chapters to increase awareness for our mission, need for financial support and to discover new initiatives adaptable for our chapter; Cultivate the relationships of current donors and develop a plan to increase the retention rate; Create appreciation opportunities, benefits programs and community awareness; Serve as the liaison between organization and donor to guarantee open lines of communication; Participate in all local internal fundraising events, and regional events as budget allows.
- **Department Leadership:** Train, motivate and evaluate the fundraising and relational efforts of development staff as supervisor, mentor and advocate with a commitment to personal and professional development; Manage all aspects of the Development department including annual operating plan, budgeting, goal setting, solicitation of in-kind support; Monitor monthly revenue results, expense statements and prepare alternate plans of action when necessary to meet overall financial goals; Ensure the effective use of Raiser's edge and other software by all departmental staff.

DESIRED BACKGROUND AND PERSONAL ATTRIBUTES

The successful candidate will have a minimum of seven years of business development or fundraising experience with progressive professional growth and significant, demonstrated experience leading a department. Candidates with a background in corporate relations, sales, events management, and/or nonprofit preferred.

Other desired qualifications and attributes include:

- Proven results leveraging available resources within tight timelines and limited budgets.
- Proven ability to grow revenue over time.
- Experience with developing and leading effective results-based short and long-term strategic planning.
- Excellent communication, organizational, and computer skills.

- Experience building new markets for funding.
- Demonstrated interpersonal skills including flexibility and the ability to listen, negotiate and collaborate.
- Creativity, drive and a sense of humor.
- Personal commitment to (and passion for) the Make-A-Wish mission.
- A strategic mindset and ability to understand how to connect program to larger strategic goals and outcomes.
- An ability to work effectively as part of a team and an interest in contributing to a strong organizational culture.

COMPENSATION

Compensation for the Director of Development includes a competitive base salary commensurate with experience and an excellent package of employee and health benefits.

TO APPLY

Make-A-Wish Middle Tennessee has retained the services of ThinkingAhead Executive Search. Please send your resume, expression of interest, and salary to Shelby Woods, Recruiter, swoods@thinkingahead.com

Make-A-Wish Middle Tennessee is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation or disability.