



**WHO WE ARE** Make-A-Wish North Texas - Since 1980, Make-A-Wish® has been creating life-changing wish experiences for children with critical illnesses around the world. Wishes have proven physical and emotional benefits that can give children with critical illnesses a higher chance of survival. When a wish is granted, a child replaces fear with confidence, sadness with joy and anxiety with hope. Wishes even reunite families and enrich entire communities. Every eligible child needs a wish to count on! To learn more about us, please visit us at <https://ntx.wish.org/>.

**ABOUT THE ROLE:** The Chief Development Officer (CDO) is responsible for leading Make-A-Wish North Texas to meet or exceed its growth objectives. As the chief fundraising strategist, the CDO will set the vision for the Chapter to grow and diversify its funding base while maintaining a frontline fundraising role. The CDO will work closely with the CEO to refine and implement the development plan to significantly expand annual fundraising revenues. The CDO manages all aspects of the organization's fundraising plans, including Donor Recognition and Stewardship, Major and Planned Giving, Annual Giving, Corporation and Foundation Giving, and Research and Prospect Management. A member of the Senior Leadership Team, the CDO will also work closely with other members of the SLT to generate support for Make-A-Wish.

Key strategic initiatives for the new CDO during the first 6-12 months include:

- Cultivate, solicit, and steward a personal portfolio of donors.
- Design and implement a mid-level and major gifts program, including metrics to regularly evaluate and report on progress in reaching fundraising goals.
- Build a culture of philanthropy across all levels of the organization, coaching and training others to be effective stewards of philanthropic relationships.
- Utilize organizational and donor data to assess and determine where the areas of greatest opportunity and focus should be for development efforts.
- Clarify roles, responsibilities, and metrics for success for each development team member to align with the diversified fundraising plan.

General duties and responsibilities of the Chief Development Officer can be summarized as follows:

- Plan and oversee all development/fundraising activities to achieve or exceed annual revenue goals.
- Provide leadership for development staff and establish clear roles and responsibilities with measurable performance objectives.
- Provide leadership to strengthen development systems and processes, including recordkeeping, gift acknowledgments, and donor and employee retention.
- Direct all grants and campaign functions for the Chapter; supervise the appropriate staff to ensure the highest level of quality in identifying and procuring new resources through grants, as well as the maintenance and compliance of existing grants.
- Serve as key development liaison to the Board of Directors to fulfill organizational fundraising goals while providing staff support to the Board Development Committee. Provide direction and support for Board fundraising efforts.





- Serve as a member of the CEO's Senior Leadership Team to be aware of organization-wide issues and contribute to the overall management of the organization.
- Direct all future capital/endowment campaign functions to ensure campaigns are operated according to the Make-A-Wish Foundation standards and procedures, as well as established goals.
- Plan, develop, implement, and evaluate a variety of resource development strategies to determine their effectiveness in achieving short-range and long-range goals; communicate and coordinate with the CEO the status and accomplishment of short and long-range plans, goals, and objectives for the Development Department.
- Develop and administer the departmental budget working with the CEO to develop the annual Development Department plan for the Chapter.
- Attend meetings and other community involvements pertinent to promoting and supporting Make-A-Wish North Texas and enhancing its development programs and projects.
- Perform public speaking to promote awareness and support for the Make-A-Wish Foundation program. The position will require an estimated 10 trips outside of DFW annually. Most trips are day trips to regional offices.
- Perform all duties with an understanding of Make-A-Wish North Texas's mission, philosophy, culture, and protocol and conduct all communications and job duties with the highest level of professionalism and donor care.
- Participate in continuing education opportunities, conferences, and seminars to enhance professional growth and encourage/support the ongoing education of staff.

The successful candidate will lead a 9-person team of development staff assigned across the Chapter as regional leads, as well as corporations/foundations (one in a support role). The CDO is a senior leadership team member, along with the CEO, Chief Operating Officer, and Chief Financial Officer.

**SUCCESSFUL CANDIDATE OVERVIEW:** Make-A-Wish North Texas offers a unique opportunity for a dynamic development professional passionate about raising funds. This person enjoys meeting and spending time with prospects and donors and believes that working with them is an exciting process.

The successful candidate will leverage Make-A-Wish's nationally recognized and well-regarded brand (ranked in the Top 10 of all US nonprofit brands according to numerous national reports), as well as 40 years of local impact. The CDO will bring a substantial and broad record of accomplishment in fundraising, managerial competence, and a demonstrated ability to secure major gifts. In addition, the successful candidate will bring the knowledge and track record of effective fundraising programs - successfully creating and launching previous fundraising programs. She/he will bring a contemporary understanding of highly effective fundraising practices and be a compelling communicator who can share the story and vision of Make-A-Wish with passion and authenticity, resonating with broad and varied audiences.



**Successful candidates will possess the following education, experience, competencies, and personal characteristics:**

- Ten years of progressive fundraising experience or an equivalent combination of training and experience which provides the required knowledge, skills, and abilities.
- Proven experience in cultivating donors and prospects, and managing a development program.
- Strong experience leading and managing a staff. Readily delegates, coaches, empowers and holds others accountable. An effective team leader and team player.
- Knowledge of the principles and practices of fundraising management with demonstrated experience in implementing and managing a successful, scaled, comprehensive fundraising program to achieve or exceed goals.
- Demonstrated success in generating increased funds from individual donors, including securing major gifts, defined as \$50,000+.
- Knowledge of planned giving is preferred.
- Demonstrated ability to think creatively about engaging new donor audiences.
- Strong oral communication skills with a demonstrated ability to build strong relationships with board members, donors, staff, and volunteers. Ability to speak before small and large groups of people.
- Competently creates and executes strategies that lead to sustainable organizational growth. While focused on the horizon, always has an action plan for today and a methodical system to measure progress in reaching goals. Uses data to drive decision-making.
- Strong organizational and financial management skills. Ability to develop and administer a fundraising budget.
- Knowledge of the principles and practices of personnel and business management and supervision. Ability to provide leadership to peers and subordinate staff.
- Knowledge of effective and efficient methods for organizing and maintaining records and ability to perform the same.
- Knowledge of the principles and practices of grant administration.
- Knowledge of local, state, and federal laws governing fundraising and taxation.
- Ability to solicit and close gift agreements in compliance with Make-A-Wish North Texas' policies as well as local, state, and federal legislation. (Make-A-Wish training provided)
- Ability to maintain the security and accountability of donated funds and/or assets.
- Ability to work under the pressure of deadlines and time constraints.
- Ability to apply discretion and independent judgment and exercise confidentiality.
- Passion for and commitment to the mission and vision of Make-A-Wish.
- Achievement orientation; takes initiative and self-directed.





- Unquestioned integrity, trust, and respect for others; models high ethical standards of conduct.
- Bachelor's degree from an accredited college or university, with post-graduate education focusing on nonprofit and/or business development preferred.
- Demonstrated proficiency in Microsoft Office and database management software such as Salesforce or Blackbaud Raiser's Edge.

**COMPANY OFFERS:**

- Competitive salary will be commensurate with experience and education
- Comprehensive benefits package available: (healthcare, vision, dental and life insurances; 401k company match; paid time off and holidays)

**We are an Equal Opportunity Employer!**

**TO APPLY: Please submit your cover letter and resume to [nonprofit@victorysearchgroup.com](mailto:nonprofit@victorysearchgroup.com) with Make-a-Wish North Texas in the subject line.**

Victory Search Group (VSG) is honored to lead the recruitment for the Chief Development Officer of Make-A-Wish North Texas. VSG is a senior level retained executive search firm serving a select group of clients, including nonprofit organizations, from seven offices across the United States. Highly collaborative and focused on customer service for over 18 years, Victory Search Group prizes our partnership with clients and their trust in our judgment, integrity and responsiveness.

