



MAJOR GIFTS OFFICER

We are currently seeking an experienced *Major Gifts Officer* to join our team in **Dallas, TX**.

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/>**

How We Work:

We are a culture grounded in the knowledge that wishes bring hope that can change everything. We care about our wish families, each other, ourselves, and our communities. We believe in communicating with curiosity, assuming the best of intentions, and listening to understand. We think it's important that all voices get to be heard. We are transparent. We passionately bring wishes to life, and we have a lot of fun along the way! Ultimately, we strive for joy in our work, so that we can be a source of joy for our wish kids and their families. If your experience and skills meet the needs outlined in this job description, and this is the type of work environment you value and want to be a part of, then please apply!

About the Role:

The Major Gifts Officer is responsible for managing, upgrading, and creating new major donor relationships as a crucial part of our ambitious philanthropic efforts. Responsibilities include but are not limited to develop and execute strategies for donor stewardship with a focus on gifts of at least \$25,000; maintain a portfolio of donors at various stages of engagement; and develop a pipeline that provides prospects for principal and leadership gifts.

What you'll do:

Core duties and responsibilities include the following.

- Qualify, develop, and maintain year-round relationships with a portfolio of 100-150 individual gift donors or prospects to grow immediate and long-term funding.
- Build donor relationships through face-to face cultivation, solicitation, and stewardship activity.
- Grow annual revenue from individual donors through relationship-based fundraising and strategic moves management, with an emphasis on long-term stewardship and engagement.
- Create individual engagement, stewardship plans, and giving goals for each donor based on giving history, relationships, and the organization's knowledge of the donor's giving potential.
- Collaborate with regional development managers to engage top prospects in each of the chapter's six regions, spanning 161 counties.
- Plan and support donor recognition, leveraging existing events as opportunities for acknowledgement and stewardship.
- Provide regular updates to the Chief Development Officer regarding major gift solicitations, moves management strategies, and requests for leadership engagement/stewardship.
- Prepare for regular portfolio review meetings and moves management discussions in partnership with the Chief Development Officer and Development Director Leadership Team.





- Recruit and steward individual donors by building year-round engagement activities to maximize revenue and build donor loyalty.
- Set up meetings for CEO, CDO, and board members, as appropriate, to focus on solicitation and/or strategic stewardship of donors.
- Collaborate with Director of Stewardship & Prospecting to implement prospect management strategies utilizing CRM.
- Identify and communicate potential opportunities and/or relationships to increase the chapter's ability to raise funds and grant wishes.
- Other duties and responsibilities as assigned.

Our Perfect Candidate

Education and Experience:

- Bachelor's degree or higher or related equivalent experience.
- At least three to five years' experience in fundraising with a proven track record of securing major gifts from individuals and advancing gift cultivation, solicitation, and stewardship strategies.
- CFRE a plus.
- Flexible schedule and must have the ability to travel.

Required Abilities and Skills:

- Demonstrated ability to cultivate major gift relationships and close five- and six-figure gifts personally and effectively.
- Demonstrated attention to detail and discretion with the ability to exhibit good judgment necessary for solicitation and cultivation of donors.
- Excellent interpersonal skills.
- Articulate and persuasive oral presentation skills.
- Aptitude for making cold calls and securing in-person meetings with donor prospects.
- Demonstrated ability and willingness to solicit funds through personal contacts with donors and prospects.
- Innovative, self-motivated, and able to manage multiple projects well, working both independently and as a team member.
- Experience with donor management including upgrading major donors.
- Exceptional interpersonal skills to build strong relationships with all constituents including vendors, donors, staff, volunteers, wish families, and the public.
- Time-sensitive, goal orientated, and deadline driven.
- Proactively share information and communicate effectively with diverse audiences.
- Experience demonstrating discretion and holding sensitive and personal information about donors in confidence.
- Understanding of industry standards regarding donor stewardship, solicitation, confidentiality, gift crediting, and financial principles.
- Must be able to work flexible hours including evenings and weekends.
- Maintain valid U.S. Driver's License and be willing to travel overnight.
- Demonstrated proficiency in MS Office and database management software such as Salesforce.

Company Offers:

- Competitive salary commensurate with experience and education





- Comprehensive benefits package available: (healthcare, vision, dental and life insurances; 401k company match; paid time off and holidays)

To Apply:
Please submit your cover letter with salary requirements, and resume
to hr@ntx.wish.org

We are an Equal Opportunity Employer!

