



Together, we create life-changing wishes for children with critical illnesses.

Title: Manager of Corporate Development
Reports To: Director of Corporate Development
Status: Full-time; Exempt
Location: Atlanta, GA

Overview of Role:

The Manager of Corporate Development will be primarily responsible for building and maintaining authentic, meaningful relationships and revenue with established corporate partners and donors, establishing and growing new corporate relationships with local and regional companies, and meeting and exceeding set annual revenue goals. The role will help support the fundraising goals and objectives to grant more wishes, engage the community, and expand our reach.

Essential Functions and Duties:

- Engage corporate partners through multiple channels including Adopt-A-Wish® sponsorships, workplace-giving campaigns, signature fundraising events, airline miles campaigns, corporate volunteer opportunities, in-kind donations, corporate grant proposals, POS activations, and cause marketing campaigns.
- Faithfully build, enter, and track contact and account records, development activities, gift opportunities, tasks, and correspondence in Salesforce with a high level of accuracy.
- Proactive and reactively generate a minimum number of development activities, including placing phone calls to corporate contacts and prospects, organizing and leading meetings with new and existing accounts (in-person and/or virtually via Teams), and/or conducting and recording other activities such as email, mail, text, etc. daily.
- Demonstrate account executive skills by managing a portfolio of corporate donor accounts while providing exceptional customer service, results, and account status updates to management.
- In collaboration with the Director of Corporate Development and Marketing team, you will create and edit solicitation and briefing materials including custom PowerPoint presentations, personalized solicitation letters, tailored sponsorship, and grant proposals, runs of show, and other collateral aimed to inform and educate.
- Collaborate with and provide exceptional customer service and support to internal and external partners, including timely verbal and written communications, articulation of expectations and deliverables, and problem-solving initiative.
- Ability to manage and/or willingness to support and manage projects and training for incoming development interns as they support our corporate development and granting writing efforts.
- Produce research and provide reporting as needed, including the timely submission of monthly expense reports from development-related expenses and mileage reimbursement.
- Drive intentional, positive internal relationships resulting in collaboration, successful decision-making, and a fun culture and environment to work in.
- Some travel within Georgia is expected.
- Perform other duties as required.

Qualifications:

- BA/BS or equivalent combination of education and work experience.
- Minimum of 4 years' experience in non-profit development, preferably with a successful track record of soliciting corporate gifts, executing donor stewardship programs, and building long-term partnerships.
- Possess excellent skills in project management, customer service, and interpersonal skills with a high level of care and attention to detail.
- Display a professional image and positive mindset while working alongside and presenting to a wide variety of constituents, such as donors, board members, C-level decision-makers, volunteers and wish families.
- Demonstrate high levels of integrity, trustworthiness, flexibility, compassion, creativity, resourcefulness, persistence, and humor that will help maintain positivity and inspire innovation, while also being open to direction and feedback.
- Self-driven individual with a strong work ethic who can work under minimal supervision, take initiative, manage multiple priorities, thrive in a diverse, team-oriented organization with a fast-paced environment and provide deliverables to internal and external partners by agreed-upon deadlines.
- Proficient in Microsoft Office, Canva, Raiser's Edge (RE), Salesforce, or other database management software is highly valued.
- Respects, values, and contributes to the organization's commitment to inclusiveness and diversity.

OTHER REQUIREMENTS

- Ability to sit and utilize a computer for long periods.
- Physical ability to push/pull, squat, twist, turn, bend, stoop, and lift up to 20 pounds on occasion.
- Required to work in the office 3-5 days per week. Reasonable accommodations may be made to assist individuals with disabilities to perform essential job functions.
- Willingness and ability to work flexible hours and/or weekends when needed for internal and external events (Wish Ball, Walk for Wishes, Trailblaze, etc.)

What We Offer:

- Competitive compensation for similar nonprofit roles
- Comprehensive benefits package: Medical, Vision, Dental
- Company provided Short Term Disability, Long Term Disability, and Life Insurance
- 401(k) Retirement Savings Plan and Organizational Match
- Hybrid office environment
- Generous PTO Program
- Connection to an awesome culture - purpose-filled and supported by service-minded individuals

About Make-A-Wish® Georgia:

Since 1995, Make-A-Wish® Georgia has been creating life-changing wishes for children with critical illnesses. Make-A-Wish is an equal employment opportunity (EEO) employer and does not discriminate based on age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity, and/or expression, genetic information, marital status, status regarding public assistance, veteran status, or any other characteristic protected by federal, state, or local law.

To apply, email your cover letter, resume, and salary range to jobs@georgia.wish.org

No calls or office visits, please.