Development Manager

Job Summary
Reporting to the Senior Director of Chapter Advancement, the **Development Manager** plays a key role in advancing Make-A-Wish's mission by supporting and implementing fundraising strategies that grow revenue across the chapter's 27-county region. The Development Manager manages a portfolio of individual, corporate, and foundation donors, cultivates relationships with community partners, and supports the planning and execution of fundraising events. This role is ideal for someone who is highly organized, passionate about relationship-based fundraising, and motivated to collaborate with colleagues to create meaningful donor experiences that directly support wish-granting.

What You Will Own Responsibility For

Donor Cultivation & Stewardship
- Manage and grow a portfolio of individual and corporate donors.
- Conduct regular donor meetings to build relationships, share impact, and solicit gifts.
- Support stewardship efforts through timely follow-up, recognition, and reporting.

Event & Campaign Support
- Collaborate with the Development Coordinator and team to plan and execute fundraising events, including logistics, sponsor outreach, and promotion.
- Assist with workplace giving, matching gift programs, and other fundraising campaigns to broaden revenue opportunities.

Prospect Research & Fundraising Strategy
- Partner with the fundraising team to identify and research new donor prospects.
- Implement moves management strategies to deepen donor engagement.
- Track donor activity in Salesforce to ensure accurate data and strategy alignment.

Administrative & Team Support
- Maintain accurate donor records and reports within the CRM system.
- Collaborate with colleagues in Communications, Finance, and Operations to ensure smooth gift processing and donor recognition.
- Support regional fundraising initiatives and special projects as assigned.

Your Qualifications, Skills, and Experience
You love connecting people to causes that matter and believe in the power of collaboration. You listen for opportunities to create shared impact, and you understand that hearing "no" is often just the beginning of a longer conversation. Highly organized and poised, you thrive in a fast-paced environment, balancing multiple projects with empathy, attention to detail, and follow-through.

- 2+ years of fundraising experience, preferably in individual or corporate giving.
- Proven ability to manage a donor portfolio and grow philanthropic support.
- Strong relationship-building and interpersonal skills with donors, volunteers, and colleagues.

- Excellent written and verbal communication skills; able to articulate impact to diverse audiences.
- Solid organizational and project management skills with attention to detail.
- Ability to manage multiple deadlines and priorities with flexibility.
- Experience with donor databases or CRMs (Salesforce preferred).
- Bachelor's degree or equivalent experience in a related field.

You'll Be Successful If:
- You are passionate about Make-A-Wish's mission and motivated to serve families facing critical illness.
- You see fundraising as relationship-building and are comfortable discussing money as a tool for impact.
- You celebrate team successes, share credit generously, and actively support your colleagues.
- You stay curious about trends in philanthropy and remain open to new approaches.
- You bring authenticity, resilience, and integrity to your work.
- You are humble enough to learn and confident enough to contribute ideas and leadership.

Work Environment
- Full time, non-exempt
- Occasional evening or weekend fundraising events, as needed
- Three days in-person at the Sacramento office location Some regional travel required.

Chapter Benefits
- Hiring salary range: **$60,000 – $75,000 annually** (based on skills and experience).
- Full-time, exempt, salaried position with comprehensive benefits, including health insurance and 401k retirement plan.
- Paid vacation, sick time, and holidays.