



Position: Development Director

Description: The Jewish Democratic Council of America (JDCA) is seeking an experienced, committed, and dynamic Development Director to lead fundraising operations. The Development Director will serve an integral part of the organization's professional staff, cultivating and expanding JDCA's donor base. The Development Director will have broad fundraising experience and strong project management skills, excellent strategic planning and communication skills, and excel in a fast-paced team environment. The Development Director will work with the Board of Directors and report to the Executive Director.

Duties & Responsibilities

Donor Portfolio Management

- Oversee all small, mid-level, major-donor fundraising events and initiatives.
- Oversee the cultivation, solicitation, and management of new individual major gift pipelines, with an emphasis on current donors and prospect donors.
- Develop and execute a fundraising strategy that would raise millions of dollars each fiscal year.
- Oversee recruitment of new major donors and engagement of existing donors.

Donor Communications

- Write all donor-facing communications, including but not limited to general solicitations, thank you notes, and other communications, as needed.
- Collaborate with JDCA's staff on fundraising events, meetings, social media strategies, and digital fundraising programs.

Project Management

- Develop a system for programmatic fundraising including writing proposals, tracking contributions, and managing follow-up with donors.
- Manage and implement membership program.
- Oversee fundraising events featuring JDCA Board Members, members of Congress, political candidates, and JDCA's Executive Director.
- Handle event logistics, promotional material, and donor presentations.
- Manage multiple development projects simultaneously.
- Propose and implement new development initiatives.

Qualifications and Experience

- A strong commitment to socially progressive and pro-Israel values.
- At least 6-8 years of development experience, ideally in political and/or Jewish organizations.
- Proven track record in raising funds and hitting aggressive fundraising goals.
- Experience managing intimate and large-scale events and leading from inception to execution.
- Flexibility with work schedule; this position requires evening and weekend work.
- Substantial experience helping lead high-dollar giving, political operations, and political action committee fundraising.
- Demonstrated experience expanding existing and cultivating new major donors.
- Excellent communications skills, both written and verbal, ability to engage a wide range of donors and build long-term relationships.
- Bachelor's degree required; Master's degree preferred

TO APPLY: Send resume and cover letter to info@jewishdems.org. Please note "Development Director Application" in the subject line before August 9, 2019.