

Nantucket Conservation Foundation

Marketing/Development/Finance Department

Senior Development Officer

Nantucket Conservation Foundation (NCF) is seeking a dynamic, seasoned development professional to join their senior team. The successful candidate will bring expertise in designing and managing a major gift strategy to support and advance NCF's mission. The Senior Development Officer will coordinate all aspects of NCF's fund-raising strategy and will be the point person for a capital campaign.

Responsibilities include:

- Design and implement a major gift strategy, building on NCF's strong history of philanthropy, and coordinate all aspects of donor relations.
- Cultivate/develop pipeline of future NCF supporters and donors. Design and implement a stewardship plan for current and prospective donors.
- Identify and research donor prospects including wealth screening and make updates to Raiser's Edge donor database. Identify new opportunities for donor engagement.
- Manage a portfolio of 75-100 donors, including identifying points of engagement, surfacing areas of interest for giving, stewarding relationships.
- Serve as liaison to Development Committee of the Board, working collaboratively to design and implement an integrated, robust Development Strategy.
- Provide training and on-going support to Development Committee, Relationship Managers and Board of Trustees.
- Serve as point person for Capital Campaign, working with Campaign consultant to coordinate all aspects of Campaign.
- Work effectively with Board of Trustees and key stakeholders.
- Participate as a member of NCF's Senior Leadership team as appropriate.

Qualifications:

- B.A. or B.S. and 8-10 years related experience required.
- Proven track record of closing major gifts.

- Ability to build relationships, connect and engage with NCF's constituents.
- Knowledge of all aspects of development and ability to design/implement an advancement plan required.
- Strong organizational skills.
- Excellent communication skills including drafting/editing communication to key constituents and writing content for external-facing publications.
- Knowledge of Nantucket a plus.
- .75 FTE
- Flexibility to work remotely.