

Director of Development - Eastern PA

Department: Development

Relationships: Reports to Chief Development Officer

LOCATION: Office TBD; travel throughout Pennsylvania (mostly Eastern) is required

Position Summary

Special Olympics Pennsylvania (SOPA) seeks an enthusiastic, experienced and mission driven professional with demonstrated success securing major gifts to serve as the Director of Development for Eastern Pennsylvania (DDE). With a focus on Philadelphia, Harrisburg, Greater Lehigh Valley and Scranton/Wilkes-Barre markets in eastern Pennsylvania, this position will play a key leadership role on SOPA's development and marketing team, collaborating to develop and execute a strategic engagement plan that leads to broader awareness and deeper understanding of SOPA's mission and programs while unleashing the power of philanthropy to meet annual and multi-year revenue-growth and non-revenue goals.

Key Responsibilities

- Create and execute a comprehensive development plan that builds strategic, collective fundraising capability needed to generate diverse and sustainable revenues in eastern Pennsylvania.
- Identify, manage, and solicit current and new high-level prospects, with a total portfolio of 100 prospects and donors to increase the number of corporate, foundation, and individual donors and unrestricted donations to meet specific annual fundraising targets.
- Lead corporate partnership and major gifts efforts surrounding Eastern PA fundraising events, specifically the Philadelphia, Capital Area, Lehigh Valley Polar Plunges, and Philadelphia UNCathlon.
- Serve as Lead Staff on Philadelphia Plunge and Philadelphia UNCathlon.
- Lead major gifts fundraising efforts and activities surrounding eastern PA competition events, specifically Fall Festival, Indoor Winter Games, Eastern PA Sectional events and Philadelphia competitions.
- Co-lead the transition to shared accountability with Regional teams for fundraising and competition events.
- Support SOPA's fundraising efforts and activities in other areas of the state as appropriate.
- Grow and sustain critical external relationships.
 - Represent SOPA in the corporate and philanthropic community in eastern PA. Generate opportunities to further connect business and community their leaders with our mission.
 - Work with SOPA's Law Enforcement Torch Run (LETR) team to support the growth of LETR engagement and fundraising in eastern PA markets.
- Provide direct supervision for eastern PA Director of Stewardship to deepen relationships with funders.
- Provide direct support and guidance to SOPA's Regional Executive Directors and Development Directors in Regions 3, 4, 5, 6, and 7 to meet fundraising targets, both individually and collectively.

Qualifications

- Bachelor's degree or equivalent experience required.
- Minimum of eight to ten years of progressively responsible positions in fundraising with demonstrated success in securing major gifts of \$25,000+ from corporate, foundation and individual donors.
- A proven record of creating and executing a development plan with a history of generating new business and new revenue streams.
- Experience in soliciting and negotiating corporate sponsorship proposals, reporting and tracking gifts and deliverables, donor stewardship and building relationships.
- Excellent relationship building and communications skills with internal and external constituents. Must be able to work across organizational divisions to maximize results.
- Experience and skill working with prospect / donor information systems and reporting tools. Specific experience with Raiser's Edge and Classy is a plus.
- Maturity of judgment, with strong ethical sense to handle confidential and sensitive gift and donor information.

- Motivated and deadline-oriented with a proven record delivering results within a fast-paced team environment.
- The ability to work independently and creatively within established guidelines; a self-starter.
- Willingness to work nights and weekends, with significant travel across Pennsylvania required.
- Supervisory experience with professional staff.
- A strong knowledge of Microsoft Office, Microsoft Teams, and project management software.
- Must be fully vaccinated for COVID-19 (i.e., at least 2 weeks after last dose) and, if hired, present proof of vaccination by start date.
- Able to lift and carry 50 lbs. (if applicable)

Serious applicants should send a cover letter, resume, and salary requirement to careers@specialolympicspa.org.

No phone calls will be accepted. Resumes sent for positions other than this posting will not receive a response. Communications from recruiters will not be acknowledged.

Special Olympics Pennsylvania is proud to be an equal opportunity employer. We do not discriminate on the basis of race, color, religion, sex, gender identity or expression, national origin, political affiliation, sexual orientation, marital status, disability, neurodiversity, age, parental status, socio-economic background, military service, or any other characteristic or status protected by applicable law.

We strive to create a workplace that reflects the communities we serve and where everyone feels empowered to bring their full, authentic selves and can do their best work.

ORGANIZATION DESCRIPTION

Special Olympics Pennsylvania (SOPA) provides year-round training and competition in 21 Olympic-type sports to 16,000 children and adults with intellectual disabilities or closely related developmental disabilities. For 50 years, SOPA and its 54 local programs have used the power of sports to transform the lives of people with intellectual disabilities and unite everyone by fostering community and building a more acceptable and civil society. SOPA is much more than a sports organization. Through its Athlete Leadership Programs, athletes assume meaningful leadership roles, influence change within the Special Olympics movement and take on roles as Global Messengers (trained as public speakers for Special Olympics), athlete representatives, coaches, board members and more. SOPA also addresses major challenges facing its athletes including healthcare. The Healthy Athletes program offers athletes free health screenings in the form of eye, ear, dental and podiatry assessments. Athletes are also taught how to live active lifestyles, eat healthy and more. Additionally, SOPA strives to create a unified world by promoting inclusion, uniting communities, and changing attitudes. Through Unified Sports, SOPA brings together individuals with and without intellectual disabilities as equal teammates in training and competition, which promotes respect and acceptance, and facilitates meaningful relationships between people of all abilities. For more information about how you can join "The Inclusion Revolution," visit www.specialolympicspa.org.