

ROLE DESCRIPTION

Position Title: Resource Development Director	
Reports to: Senior Vice President, Resource Development	
Salary: \$55,000 - \$65,000	
Location: Pikes Peak United Way – 518 N. Nevada Avenue	Division: Resource Development
Classification: Full Time, Exempt	Supervises: N/A
<p>General Functions: The Director of Resource Development is responsible for creation of a shared vision that includes the development, organization, promotion, implementation, expansion and assessment of all philanthropic avenues to increase financial support and organizational awareness. The Director manages all aspects of the agency’s fundraising plans, including major gifts, annual giving and company campaigns. The Director shares responsibility with and supports the Sr. Team in stewarding key philanthropic relationships This position works in close collaboration with key volunteer leaders and members of the Marketing and Community Impact teams to achieve the fundraising goals of the organization.</p>	

PIKES PEAK UNITED WAY MISSION STATEMENT: To enhance youth success and family stability in the Pikes Peak Region by leading and lifting the most vulnerable in our community with mentorship, life resources and real job opportunities. Our signature programs and partner agencies intently focus on connecting youth and their families to resources at the beginning of their life journey to ensure access to fundamental needs of food, shelter and learning resources for all. #strongertogether

ESSENTIAL FUNCTIONS

- Responsible for overseeing and playing an active role in company campaigns, individual donor engagement and Leaders In Giving.
- Keeps own warehouse of accounts active and up to date.
- Assists SVP, COO and CEO with all Society donors around giving and communication.
- Responsible for overall asset management of relevant donor, prospect and related data.
- Build strong, results-oriented data analytics capability in support of fund-raising and relationship management.
- Supports SVP in growing a highly successful Resource Development team with objectives and structure to ensure team goals and results are met.
- Assist SVP with the development and monitoring of Pikes Peak United Way revenue goals.
- Anticipate changes in the fundraising environment to take advantage of opportunities and mitigate the impact of unfavorable changes.
- Assist SVP with Campaign Council development.

JOB QUALIFICATIONS:

- Effective public speaking skills.
- Minimum 3-5 years of sales and fundraising experience.
- Strong work ethic with emphasis on integrity and accountability.
- Excellent interpersonal, leadership, organizational and communication skills.
- Reliability to complete required tasks in a prompt, effective and efficient manner.
- Strong computer and analytical skills; previous donor database experience helpful.
- Excellent professional demeanor and appearance.
- prefer strong connections within the community.

CORE COMPETENCIES for ALL UNITED WAY PROFESSIONALS:

- **Mission Focused** – Communicates effectively “the story” of the organization’s work to engage and energize donors, volunteers, advocates, and all other constituents in the community.
- **Relationship Oriented** – understands that people come before process and is astute in cultivating and managing relationships toward a common goal.
- **Collaborator** – understands the roles and contributions of all sectors of the community and can mobilize resources (financial and human) through meaningful engagement.

- **Results-Driven** – dedicated to shared and measurable goals for the common good; creating, resourcing, scaling, and leveraging strategies and innovations for broad investment and impact.
- **Brand Steward** – understands his/her role in growing and protecting the reputation and results of the greater network.

ENVIRONMENTAL FACTORS:

Business office environment; professional dress/attire expected. Physical demands of the position include the ability to talk and hear, prolonged sitting and/or standing, occasional lifting up to 50 pounds and regular use of computer and telephone. The position involves frequent and routine public contact and travel to outside meetings and events. Reliable transportation, valid driver's license and verifiable automobile insurance are required. Occasional evening and weekend hours are expected.

This posting is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the position.

Pikes Peak United Way is dedicated to the principles of equal employment opportunity. It is the policy of Pikes Peak United Way to staff positions with the best-qualified people regardless of age, race, sex, color, religion, national origin, disability, genetic information or any other applicable status protected by federal, state or local law.

Please submit cover letter and resumes to miriam@ppunitedway.org.