

Director of Fund Development

Imagine having the opportunity to create a meaningful employment experience that meets your career goals and your desire to do socially responsible work. A career where you are a member of a vibrant, inclusive mission championing leadership growth in girls through community service, personal development, and fun-filled experiences in Girl Scouts.

For more than 100 years, Girl Scouts has helped girls develop the skills and confidence they need to succeed in every area of life. From the youngest Girl Scout to our graduating high school seniors, we believe in the power of every girl. The Girl Scout Leadership Experience allows girls to discover a positive value system and a strong sense of self, connect with others, build healthy relationships, identify causes that are meaningful, and take action to make the world a better place.

Girl Scouts of Kansas Heartland (GSKH) is seeking a Director of Fund Development to contribute to the success of our dynamic team. As a key member of the leadership team, the Director of Fund Development collaborates to meet financial goals and objectives. Through the continuous cultivation and maintenance of positive relationships between the organization and the community to increase public awareness and increase support of the Girl Scouts' program. It is expected that the amount raised by GSKH will increase in future years as the Director of Fund Development systematically and effectively strengthens the council's overall fundraising capacity.

Candidate should have at least five years of directly related work experience with a minimum of three years leadership experience in fund development; an excellent track record in major gifts and annual funding; demonstrated ability to foster cross-functional collaboration, inclusion, and integration for success; proven grant-writing expertise; and strong organizational and time management skills with exceptional attention to detail and excellent verbal and written communication skills.

Council Overview

Girl Scouts of Kansas Heartland serves over 8,000 members in 80 Kansas counties through our offices in Wichita, Hays, Garden City, and Salina. Girl Scouts is the world's preeminent leadership development organization for girls, building girls of courage, confidence, and character, who make the world a better place.

Job Summary

As a key member of the Council leadership team, the Director of Fund Development collaborates to establish and meet the council's financial goals and objectives. This position is responsible for coordinating fund-raising campaigns and events and identifying potential funding sources including: individuals, community, corporate and private foundations, corporations, annual and planned giving, capital campaigns, and agency support. This individual is expected to make specific requests to prospective donors both in person and by proposal.

Essential Functions: (This list may not include all the duties assigned.)

- Actively work with the leadership team to develop and implement a comprehensive development strategy to include corporate, foundation, government grants, etc.
- Execute the Council-wide submission of grant applications, periodically reviewing and updating as required.
- Have primary responsibility for development and execution of all proposals.
- Oversee research funding sources and trends, with foresight, to help position the GSKH ahead of major funding changes or trends.
- Develop and implement a stewardship program aimed at cultivating deeper ties with current and potential donors.
- Monitor and report regularly on the progress of the development program.
- Develop a depth of knowledge regarding the Girl Scout Leadership Experience and easily articulate to any stakeholder the virtues of the organization.
- Engage with and make presentations to individuals, groups, and organizations across all regions of the Council about the mission of GSKH.
- Actively participate in the development of environments that foster diversity, equity, inclusion, and access through words, actions, and attitude.

Education, Experience and Skills:

- Bachelor's degree, CFRE or ACFRE certification a plus.
- 5 years of directly related work experience, with a minimum 3 years of upper leadership experience in fund development with an excellent track record in major gifts and annual funding
- Demonstrated ability to foster cross-functional collaboration, inclusion, and integration for GSKH success.
- Outstanding donor cultivation, relationship building, and presentation skills.
- Knowledge of current and emerging trends in fund raising, with experience in developing related strategies.
- Proven grant and proposal writing expertise.
- Budget management skills.
- Strong organizational and time management skills with exceptional attention to detail.
- Excellent verbal and written communication skills.
- Experience with donor software program desired.

Eligibility Requirements:

- Possess a valid driver's license and proof of insurance, and have access to an automobile in working condition
- Must successfully complete a Criminal Background Check
- Ability to work a flexible schedule, including evenings (2 per week) and weekends (2 per month)
- Travel within and outside membership territories, up to 25%, with the ability to drive at night
- Bilingual in English and Spanish highly preferred

Physical Requirements: The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must be able to withstand:

- Prolonged periods sitting at a desk and working on a computer.
- Operate office equipment manually.
- Must be able to lift and/or move up to 25 pounds at times