

# CAMP ALDERSGATE, INC. JOB DESCRIPTION

## DIRECTOR OF DEVELOPMENT

### **JOB SUMMARY:**

The Director of Development is responsible for administering the fundraising initiatives of Camp Aldersgate. This position seeks ways to maximize the Camp's potential by exploring and implementing a comprehensive, creative and successful development program. The Director of Development is also responsible for building and sustaining relationships, as well as representing the Camp both internally and externally as necessary.

### **RESPONSIBLE TO:**

Chief Executive Officer

### **MINIMUM QUALIFICATIONS:**

- Bachelor's Degree.
- Ability to work collaboratively with a wide range of constituencies and stakeholders.
- Talent for connecting the interest and enthusiasm of donors with Camp Aldersgate's needs.
- Knowledge of personnel management, budgeting, and grant proposals.
- Ability to develop and make effective public speaking presentations on the camp's programs and needs.
- Willingness to handle flexible hours, including work on nights and weekends.
- Minimum age of 25 to fulfill eligibility requirements to be covered by the camp's automobile insurance. Must maintain clean driving record as required by auto insurance carrier.
- Any or all of these requirements, with the exception of item 7, may be substituted for equivalent qualifications with approval by the Camp Aldersgate, Inc. Board of Director's personnel committee.

### **PREFERRED QUALIFICATIONS:**

- Bachelor's Degree in related field to non-profit management, marketing, fundraising or public relations.
- Minimum of 5-7 years of progressive non-profit development/fundraising experience with a proven track record.
- Familiarity and working knowledge of Raiser's Edge software.
- Ability to think strategically and creatively about achieving Camp Aldersgate's organizational priorities – a big picture thinker and innovator.
- Ability and experience to motivate, coach, and develop staff to meet objectives. Contagious energy and enthusiasm.
- Experience in Arkansas non-profit organization fundraising.

Interested persons should send resume and cover letter to Sonya Murphy at [smurphy@campaldersgate.net](mailto:smurphy@campaldersgate.net).