



Director, Organizational Advancement

Action for Children (AFC) transforms the lives of children by supporting, empowering and advocating for the adults who make the biggest impact on their lives --- their parents, caregivers, and teachers. AFC has an immediate opening for a Director of Organizational Advancement. The individual in this position has overall responsibility for all development and marketing activities for the agency. The primary roles are to build and implement strategies in collaboration with agency leadership and the Board of Directors that effectively communicate about, and fundraise for, the mission, programs, and services of the agency. Reporting to the CEO and partnering with the Chairperson of the Board's Advancement Committee, the individual in this position is a member of the organization's senior leadership team. The Director of Organizational Advancement supervises AFC's Outreach and Engagement Coordinator.

RESPONSIBILITIES – Specific responsibilities include but are not limited to:

- Annual Campaigns (board, individual, and corporate) – Understanding past history and donor community, devise annual campaign strategy in order to grow giving and donor relationships over time. Work collaboratively to implement strategies, monitor effectiveness, and report results.
- Major Gifts – Develop and implement strategies to fully engage and retain donors with a connection to the agency's rich history – activities to include analysis of past successes and creation of new approach to working with specific groups of donors.
- External Relations & Community Affairs – Manage the agency's profile in the community through effective media relations, collaborations with partners, and participation in events and activities that leverage AFC's role as a leader in early learning, parent support, teacher training/coaching and advocacy.
- Marketing and Communications – Create and implement marketing and communications strategies and tactics that promote AFC programs, services, initiatives and overall mission.
- Grants (foundations) – Research and build foundation and corporate relationships in order to write, submit, and report on grant applications and sponsorship requests.
- Events Management – In partnership with Board Advancement Committee – plan, promote, support and implement events designed to accomplish a variety of goals from strategic fundraising to awareness building to donor engagement.
- Budgeting & Forecasting – Work with finance area to prepare, monitor and report on department and individual initiative budgets as needed. Present related information to Board and committees as appropriate.
- Actively contribute (in partnership with other senior leaders) to the development and implementation of organizational strategies and objectives.
- Effectively guide direct reports/team members to achieve department goals and objectives and to contribute to overall organizational strategy.



- Work with operations team to recruit, hire, develop and retain appropriate talent/human resources for advancement area.
- Professional Development – Maintain current knowledge of research and best practices and share knowledge with direct reports and the agency as a whole.

MINIMUM REQUIREMENTS – Successful candidates will have:

- Bachelor’s Degree in Communications, Business, Marketing, Nonprofit Management or related field
- At least 10 years professional experience in nonprofit fundraising and marketing required
- Minimum of 5 years supervision and management experience
- Donor-centered/customer service mindset is an absolute must
- Strong organizational, interpersonal, verbal communication, writing and presentation skills
- Self-motivated and self-directed
- Technology Skills - Proficient with Microsoft Office suite of products, experience using Raiser’s Edge database and Word Press software application preferred
- Professional Certification – CFRE is a bonus
- Collaborative and proactive working style
- Demonstrated commitment to continuous learning - As an educational organization, we seek candidates who are dedicated to learning and growing personally and professionally.

HOW TO APPLY

Interested individuals should send a resume, cover letter outlining how they meet the specific requirements of the position, and a writing sample (fundraising appeal letter or similar document) to: Human Resources, Action for Children, 78 Jefferson Ave., Columbus, OH 43215 or jobs@actionforchildren.org. No phone calls please.

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.

Please note, the selected candidate will be required to submit to our background and reference checking process. Action for Children is an equal opportunity employer.