



Director of Development

At Temple Beth Am we deepen relationships to Judaism and our community by engaging the soul, heart, and mind. Temple Beth Am's *Beit Am* (House of the People), is made of three rooms: the Tefillah (Worship), the Kehillah (Community), and the Midrash (Study). All professionals at Temple Beth Am are collaborative, relational, and work to support all three rooms of our Beit Am.

Temple Beth Am's Director of Development advances the mission by directing the culture of philanthropy at Temple Beth Am. The Director of Development is responsible for leading relationship based strategic plans in development (short-term and long-term revenue), implementing our current development plan, furthering the creation of a congregational culture of philanthropy, and for continuing to move Temple Beth Am towards a congregant/donor-centric community. This position reports to the Executive Director and leads the Advancement Committee.

Primary Job Functions

General:

- Working with the senior leadership, board and advancement committee to design development strategic plans, and development principles
- Leading the Advancement committee and any other development related task forces or committees
- Leading grant and corporate matching fund opportunities
- Supporting scholarships as needed
- Identify and engage donor involvement and giving of individuals, foundations, and related sources who are concerned about the continuity of the Jewish experience especially by Jewish youth and marginally associated adults.

Directing Annual Revenue Streams (under our strategic plan/s):

- Working with professionals, congregants and lay leaders to support meaningful annual contributions through the annual commitment process
- Working with professionals, congregants and lay leaders to provide opportunities for congregants to support Temple Beth Am's annual operations through giving campaigns, tributes, fundraisers, community builders, and other mission aligned methods
- Leading the annual fundraising gala
- Educate and engage congregants in opportunities to express their Jewish values through philanthropy to Temple Beth Am, and steward and solicit gifts in partnership with senior leadership and lay leaders

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Directing and/or starting Long-term Revenue Streams (under our strategic plan/s):

- Working with professionals, congregants and lay leaders to design and implement long-term revenue streams through an endowment, campaigns, and/or legacy giving
- Support the implementation of the ongoing strategies and initiatives related to the financial sustainability of Temple Beth Am

Donor Recognition

- Ensure timely acknowledgement and appreciation of all gifts to Temple Beth Am
- Utilize the Beth Am development principles to ensure donors of time, talent, and treasurer are regularly recognized and appreciated in the community

Core Competencies

Dynamic, results oriented, experienced, proven record of success, self-starter, highly motivated, enjoys identifying, cultivating, soliciting, and fostering ongoing relationships with current and potential donors.

Ability to effectively create fundraising events, publications, oral and written communications with current and potential donors that stimulate interest and long-term donor financial support.

Ability to recruit and train members to volunteer and actively participate in the various roles associated with fundraising and friendraising initiatives.

Effectively work with TBA leaders and administrative staff.

All of our professionals also possess the following qualities:

- Relational - Temple Beth Am Congregants consider our professionals to be part of their sacred community. You will need to be comfortable and confident speaking in person and by phone to members of our community.
- Lifelong learners – Interest in both formal and informal learning opportunities to foster the continuous development and improvement of the knowledge and skills needed for both employment and personal fulfillment.
- Technophiles - Being both technology literate and unafraid of the fast-changing technology landscape is essential for us to understand and serve our congregants. You do not have to be an expert, however with professional support you should be enthusiastic about learning new technologies.

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- Innovative – You should be interested in the different and more effective ways we can do our mission driven work while be open to and embracing change.
- Self-Motivated - Encouraging yourself to continue making progress toward a goal even when it feels challenging or requires extreme flexibility.
- Highly Organized – Having the routines and discipline necessary to accomplish mission driven tasks on a daily, weekly and monthly basis.
- Confident - Comfortable communicating through verbal, written and non-verbal means.

Qualifications

- 5+ years of formal development and donor solicitation experience
- Exceptional writing, editing, proofreading and verbal skills with strong attention to detail
- Experience with databases and software
- Experience with building professional yet personal relationships with constituents
- Experience managing teams and/or volunteers
- Ability to problem solve, take initiative, set priorities, handle multiple projects and exercise good judgment in a fast-paced, dynamic, deadline-driven environment
- Knowledge of Jewish traditions and rituals or ability to learn quickly
- Excellent customer service skills

Classification Full Time - Salary

Full time positions at Temple Beth Am have access to a variety of benefits including 100% individual coverage for medical and dental, paid time off, long term disability, professional development, technology stipends, and employer 403(b) contributions. This position may include partial moving costs for candidates from out-of-state.

FLSA Category Exempt

Salary Range \$110,000 - \$130,000 (based on degree and experience)

Ideal Starting Date Position Now Open

To apply for this position, please email a cover letter and resume to Davida Sims at davida@templebetham.org.

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