



## Director of Individual Giving

**Location:** Preference for someone living in NY, New Orleans, or Chicago; Can be remote (anywhere in US) with regular travel

**Description:** Full time

**Start Date:** December 2022

**Hourly Rate/Salary:** \$85,000-\$100,000

### Avodah Overview

Avodah believes that Jewish leaders have the power to help change our country for the better. For the past 23 years, Avodah has built a vast network of Jewish leaders who have come through our programs and now lead communities across the country, created a robust educational curriculum with which we have reached tens of thousands in the broader community, and developed an analysis of social justice issues through a Jewish lens. We train and support emerging and current leaders with the tools, knowledge, and networks they need to contribute their skills and passion to advancing social justice across the country and deepen the fabric of our diverse Jewish communities. Avodah's Jewish Service Corps, Justice Fellowship, Alumni Network, and Institute for Social Change have sparked thousands of Jewish leaders to do justice work, added millions of dollars in critical staff capacity to anti-poverty organizations, and helped strengthen Jewish life in the United States.

### Position Overview

Avodah seeks an engaging fundraiser with major gifts experience and management acumen to supervise the major donor fundraising efforts of the rest of Avodah's national fundraising team members (3 staff), and expand the revenue received from Avodah's major donors. This individual will also manage two portfolios: a local program city major donor portfolio (either in the program city where they live, or if not living in NY/CHI/NOLA, portfolio location TBD), and major donors who do not live in one of Avodah's program cities. This individual will be responsible for stewarding donors in both of those portfolios and developing relationships with potential donors in both areas.

The Director of Individual Giving, if not based in the local program city for which they are directly responsible, will be expected to travel there at least quarterly, and may occasionally travel to other sites to support team members and/or to attend fundraising events (estimated travel is once every other month for 2-3 days at a time). The Director of Individual Giving reports remotely to the Director of External Affairs.

### National Responsibilities

- Support the Director of External Affairs to help set fiscal year revenue targets and national major donor engagement strategies;
- Supervise the major donor fundraising staff based in other Avodah regions, including regular supervision meetings, review of planned touchpoints, assessment of progress toward engagement and revenue goals, and occasional travel to Avodah sites;
- Lead the major donor team, including facilitating team meetings, providing mentorship, offering best practices, and partnering with the Director of External Affairs on team strategy
- Work with Director of External Affairs to plan and oversee execution of all moves management for prospective and current major donors;

- Lead strategy around national (virtual) donor engagement events;
- Manage the CEO's stewardship and solicitation of top tier major donors.
- Serve as the lead development staff for a portfolio of national major donors who do not live in one of Avodah's program cities;

#### **Local/Regional Responsibilities:**

- Grow and manage a portfolio of local donors through moves management activities including prospect identification, cultivation, solicitation, thanking, and ongoing stewardship;
- Manage the local Advisory Council, including running bi-monthly meetings, and engaging members as ambassadors in development efforts;
- Run small fundraising events -- with the possibility of a larger event -- in collaboration with local lay leaders;
- Act as the professional key point of contact for all prospective local funders;
- Collaborate with local program staff to stay updated on the programs, to be able to update local stakeholders and invite them to local events;
- Communicate regularly with foundation representatives regarding engagement opportunities and organizational updates; and
- Maintain and update Avodah's donor CRM records as appropriate.

#### **About you:**

*We are looking for candidates who have at least 5 years of relevant fundraising experience, and 2 years of supervisory experience, as well the skills and competencies listed below. We know that systemic inequities in hiring have caused people from historically marginalized groups to only apply to jobs if they meet 100% of the qualifications. We encourage you to break this statistic and apply, as no one ever meets 100% of the qualifications. We look forward to your application.*

- **You are an experienced fundraiser** who can effectively steward relationships of major donors.
- **You are a strong relationship builder** who can work with staff across the country, build local relationships and cultivate a strong funder community.
- **You are an entrepreneurial and resourceful problem solver** who consistently overcomes challenges and leverages resources to creatively solve issues. You proactively ask for help, anticipate problems, and course-correct where needed.
- **You are accountable for your own work and the work of your team** and create and maintain systems to track progress and report results. You juggle competing demands, prioritize with ease and are efficient with your time. You are comfortable with deadlines.
- **You have a deep understanding of and interest in the Jewish social justice community.**
- **You are a skilled manager and coach** who inspires and motivates others to take action and meet their goals. You delegate skillfully and support your staff in decision-making.
- **You develop a feedback-rich culture for your team.** You help push others to their growing edges, see mistakes as learning opportunities, receive feedback as a gift, and acknowledge your own areas of growth.
- **You are able to travel at least once every other month for 2-3 days at a time.**

#### **What we offer:**

- **Healthcare:** 100% employer paid medical and 100% employer paid dental, vision, and disability insurance

- **Time off:** Vacation days (starting at 15 per year and increasing with paid employment) and sick time (12 per year), plus paid time off for Jewish and secular holidays
- **Generous paid parental leave policy**
- **Flexible spending account options**
- **Retirement savings plan** with an employer contribution after 90 days of employment
- **A flexible work schedule**
- **Professional development funds** and opportunities to learn and grow
- **A strong organizational culture** and supportive team with employee well-being prioritized
- **Commitment to creating a diverse and inclusive workplace** that enables everyone to bring their full self to work and make a positive impact on the world
- **Being part of a passionate team** of people who are devoted to Avodah's mission

#### **Working Conditions/Physical Demands:**

The position can be done remotely, with required travel, and staff will be provided with a computer. There are times when the work is fast-paced; this position entails working with deadlines and prioritizing different responsibilities. The ability to handle stressful situations with multiple projects underway at the same time, as well as the ability to work independently and collaboratively, are essential.

#### **TO APPLY:**

Please click [this link](#) to apply. Due to the volume of applications, we are only able to respond to those applicants granted an interview. Applications will be accepted until a hire is made and interviews will be set up on a rolling basis. Please direct any questions to [jobs@avodah.net](mailto:jobs@avodah.net).

***Creating a more just world is a core part of our mission, and Avodah is working to continually strengthen our efforts towards equity and inclusion in the workplace. We strive to build a diverse team that brings with them a variety of identities, backgrounds, perspectives, and skills. Sephardic and Mizrahi Jews, people of color, women, people with disabilities, immigrants, LGBTQIA people, and people who come from poor or working-class backgrounds are strongly encouraged to apply. Avodah is an equal opportunity employer.***