



INTERNATIONAL FELLOWSHIP OF CHRISTIANS AND JEWS™

VICE PRESIDENT OF DEVELOPMENT

The International Fellowship of Christians & Jews has an exciting opportunity available for a skilled, resourceful and motivated individual who would like to make a difference in the lives of others in helping a non-for-profit humanitarian organization fulfill its mission. We are presently in search of a VICE PRESIDENT OF DEVELOPMENT as veteran philanthropy leader Chris Cleghorn and now SVP of Development, Marketing, and Communications at *The Fellowship* builds his team.

Reporting to the Senior Vice President of Development, Marketing and Communications, this position is responsible for leading and managing all aspects of direct response fundraising and donor services related to managing and developing solid donor relationships. As an integral part of this role, the VP of Development, provides hands-on leadership, identifying and implementing new direct response programs to increase income and reduce cost of fundraising, and integrating department activities with broad organizational direction. The individual in this role works closely with divisional Vice Presidents to ensure consistency of message and seamless integration between fundraising, and marketing and communications. This is an excellent opportunity for a seasoned senior manager in non-profit development and direct response marketing to use and develop their creative talents.

Key responsibilities for this role include, but are not limited to:

- Effectively and efficiently leading and managing the staff and units responsible for direct response fundraising and donor services and forming a cohesive department management team for the following departments and staff: Direct Response Mail, Direct Response Television/Radio, Telemarketing, Web & Social Media Online Fundraising, Donor Services, and Data Analysis.
- Ensuring best practices and quality standards are being employed on all fundraising and donor activities, contracts, etc. for these departments.
- Providing direction, oversight, and recommended approvals of all aspects of the direct response programs which include but is not limited to:
 - a. Creative, copy, layout, production, and general logistics of all print projects and strategies;
 - b. The production and airing of IFCJ TV programming in collaboration with IFCJ's (outsourced) Media buyer and TV Producer;
 - c. Outbound, lapsed donor telemarketing programs.
- Collaboratively working with divisional Vice Presidents in the development of strategies and strategy implementation, and other special event planning to enhance stewardship and long term donor relationships.
- Providing leadership to direct reports with efforts toward attainment of goals and objectives.
- Managing the group's vendors, suppliers, business partners, and consultant relationships, including expenditures.
- Overseeing data analysis and reporting on fund raising performance to the Senior Vice

- President of Development, Marketing and Communications and the President.
- Supervising prospect research, donor stewardship, information systems, and major gift initiative reports.
 - Assuring excellent donor services by departmental staff and ensures that the department's activities meet the highest standards of quality.

The ideal candidate will possess:

- Bachelor's degree in Communications, Marketing, or Nonprofit Management
- 15+ years of proven, measurable success in marketing and fundraising with at least 5+ years at the senior management level that includes integration of direct mail, TV/Radio and telemarketing with online marketing. Demonstrated success will also include strategy development, implementation, and continuous development of such strategies.
- 15+ years of demonstrated excellence in managing and developing a team of professionals.
- Exceptional track record of experience with creative development, strategic marketing planning, and donor services.
- Ability to understand and endorse the mission, vision and values of IFCJ.
- Advanced knowledge of effective direct response techniques and best practices.
- Conducts business ethically and with integrity, demonstrates respect for colleagues; shows dedication to improving quality, and is committed to donor service.
- Ability to express self effectively and concisely, both orally and in writing.
- Well-developed analytical and problem solving abilities.
- Detail oriented and highly organized with the ability to manage multiple priorities in a rapidly changing environment
- Team building and supervisory skills.
- Good communication, negotiation and presentation skills.
- Demonstrated leadership and management ability.
- High degree of initiative and independent judgment.
- Advanced skills with Microsoft Office applications and donor databases with familiarity using Wealth Engine software.

If you possess the background and skills required for this position, please submit your cover letter, resume and salary requirement to jobs@ifcj.org with **VPD-09.09** in the subject line. Please also state the source of the job posting information. We respectfully request that no phone calls or direct emails be placed to Chris Cleghorn or Human Resources but look forward to reviewing your background.

We offer a competitive salary, great benefits and an exciting, team-oriented work environment. *The Fellowship's* office is conveniently located in downtown Chicago within proximity to CTA bus and train lines, as well as Metra and South Shore train stations. We are an equal opportunity employer.