



Job Title: Donor Relations Manager

Job Summary:

We are seeking an experienced and enthusiastic Donor Relations Manager to help Outdoors for All reach ambitious fundraising goals. The Donor Relations Manager will develop and implement a plan for individual donor engagement, cultivation, recognition, stewardship, and solicitation for the organization's baseline to high-level donors with specific focus on individuals across Washington State. A successful member of the team is driven, a self-starter, thrives in a collaborative environment, approaches donor relations with care and creativity, and possesses a growth mindset.

Responsible to: Associate Executive Director

Responsibilities:

1. In collaboration with the AED, develop and implement a tiered donor engagement strategy.
2. Work closely with AED to identify new prospects and build and sustain relationships with mid and high-level donors.
3. Create and implement donor stewardship plans to ensure that our donors feel appreciated and valued.
4. Develop and maintain a comprehensive understanding of our organization's mission, programs, and services, and use that knowledge to communicate effectively with prospects and donors.
5. Provide high-quality customer service and personalized stewardship.
6. Develop and implement annual fund strategy including direct mail, email giving campaigns, and recurring gifts.
7. Collaborate with Events & Marketing Director to ensure consistency in communications and messaging.
8. Utilize CRM (Salesforce) to track trends, move management actions, opportunities, progress, and maintain quality donor data.
9. Attend networking events and other functions to represent our organization and cultivate relationships with donors and prospects.
10. Monitor and report on the effectiveness of fundraising campaigns and make recommendations for improvements.

Qualifications

1. Experience developing and implementing moves management plans.
2. Exceptional communication and interpersonal skills.
3. Experience developing cases for support and compelling donor communications.
4. Strong organizational and project management skills.
5. Ability to work collaboratively with internal and external stakeholders.
6. Ability to work independently, problem-solve, set priorities, and time manage.
7. Demonstrated ability to meet or exceed fundraising goals.
8. Strong attention to detail and ability to manage multiple projects simultaneously.
9. Experience with donor databases, such as Salesforce, preferred.
10. Bachelor's degree in a relevant field of study desired.
11. 3+ years of experience in donor relations or a related field, with a proven track record of successful fundraising.

- 12. Drives Outdoors for All vehicles for events and projects.
- 13. Participate fully as member of the Outdoors for All staff team.
- 14. Other duties as identified.

If you are a strategic thinker with a passion for fundraising and a desire to make a difference in the lives of individuals with disabilities, we encourage you to apply for this exciting opportunity. We strongly encourage applications from minorities and those living with disability.

Salary: \$65,000-\$86,000

Status: Full time- Exempt

Hours: Full time, exempt; flexible schedule depending on development commitments.

Benefits: Yes. See Outdoors for All Employee Manual

To apply, send resume and cover letter to info@outdoorsforall.org

Outdoors for All Mission:

To enrich the quality of life for children and adults with disabilities through outdoor recreation

Name: _____

Date: