



Director of Philanthropy

Status: Full - Time Position

About Valerie's House:

Valerie's House is a non-profit organization based in Fort Myers, Florida with a satellite location in Naples. We are a special place for children and families in Southwest Florida to connect with one another and learn the tools to heal after they have experienced the death of someone they love. With peer support groups, mentoring, and family support, our mission is to help children and families work through the loss of a loved one together and go on to live fulfilling lives. Our vision is that no child will grieve alone. For more information, go to www.valereshouse.org

Summary:

The Director of Philanthropy (DP) is responsible for helping lead fundraising and donor relationships for Valerie's House (VH), including major gifts, annual appeals, planned gifts, capital campaign, major events and donor communications. The DP will spearhead development efforts as Valerie's House continues to grow. A new position in the organization, the DP will have the opportunity to help build the development function.

Areas of Responsibility and Essential Duties:

- Creates and executes a strategy for a large, sustained base of annual donors, including identification, cultivation, solicitation, and stewardship of those who are identified as interested in and or caring about the Valerie's House mission.
- Creates and builds strong, lasting relationships with current and new donors, gaining trust and genuinely sharing the needs of the Valerie's House mission.
- Self-motivated and works independently, sets up various meeting and tours with prospects while making introductions with CEO to share story and passion for Valerie's House.
- Prepares for and makes the ask for financial gifts, securing solid funding to help the children and families of Valerie's House.
- Helps oversee the 2022 Capital Building Campaign for the construction of the new Valerie's House headquarters, located in Fort Myers.
- Works with team as a public representation of Valerie's House at various events, meetings and other high-profile engagements deemed beneficial for VH to be in attendance.

- Establishes and helps secure Valerie's House endowment, laying foundation for Valarie's House for future generations.
- Works with Board Development Committee to motivate and give direction on fundraising needs and goals.
- Manages the planning and coordination of all fundraising events.

Requirements:

A Bachelor's degree is required. A proven track record with a minimum of five years' experience in successful fundraising and or direct sales with measurable results in required. Flexibility in schedule to work evenings and weekends is required. An understanding of the impact of bereavement on children, teenagers and adults is preferred. Must be able to use the computer to create professional documents and reports using current work processing and report building software. Must be able to learn new computer programs and utilize these programs to support VH administrative and program needs. Must have a valid Florida Driver's License and a personal vehicle for work related travel. Must have the ability to travel extensively throughout Southwest Florida. Must be able to lift up to 5lbs of program supplies and office related materials.

Competitive salary including health and retirement benefits. Relocation package available. Interested applicants please email resume with salary requirements and at least three references to careers@valerieshouse.org