* **Are you looking for a place to work with a strong culture of philanthropy where you can make an impact in the fight against cancer?**
* **Do you like working with high-achieving college students?**
* **Would you like to travel to Alaska in August?**

***Then read on for the opportunity for you!***

**Position:** Development Director **Reports to:** Executive Director **FLSA Status:** Full-time, exempt

**Pay Range:** $70,000 to $80,00/year

# ORGANIZATION SUMMARY

Texas 4000 for Cancer (Texas 4000) is committed to cultivating student leaders and engaging communities in the fight against cancer. Annually, a group of more than 80 students from diverse backgrounds from The University of Texas at Austin are competitively selected to participate in the organization’s 18-month leadership development program. Texas 4000 empowers each student to raise

$4,500, ride 2,000 training miles with his/her team, volunteer more than 50 hours in the community, and play an active role in planning every aspect of the ride by attending weekly meetings and taking leadership positions within the team. The program culminates in a 70-day summer bike ride from Austin, Texas to Anchorage, Alaska, to spread hope, knowledge, and charity in the fight against cancer.

# POSITION SUMMARY

This is an exciting time for Texas 4000 as the team seeks to increase and expand its fundraising to support the fight against cancer.

Texas 4000 is looking for a dynamic and engaging Development Director who is eager to lead and grow the organization’s annual fundraising work, expand its donor/prospect portfolio through solid retention, stewardship and fundraising strategies, and actively collaborate with leadership, board of directors, committees, and student riders to achieve financial goals to support the fight against cancer.

The Development Director is responsible for achieving the organization's annual fundraising goals. Currently, its annual revenue is $1.396M including in-kind gifts, and Texas 4000 wants to continue to grow revenue to increase impact in the fight against cancer. With increased and expanded fundraising over the next several years, the organization can continue to improve the organization’s leadership development program and cancer awareness and prevention programs to engage communities, and increase grants to cancer research and support service organizations for people whose lives have been impacted by cancer. Texas 4000 is looking for a Development Director who is eager to help bring this to life.

Annually, the Development Director is directly responsible for 51 percent of the fundraising goal and supervises the fundraising work of Texas 4000’s student riders to achieve 49 percent of the fundraising goal (percentages subject to change annually).

The Development Director is enthusiastic, optimistic, passionate about developing young leaders and fighting cancer, and excited to take on challenges while collaborating and working in a fast-paced environment with a small but mighty team.

If you are a self-motivated individual with strong experience in corporate and individual giving, experience working with and supervising volunteers, and a proven track record in meeting fundraising goals, we would love to meet you.

# KEY RESPONSIBILITIES

* Set annual fundraising goals and budgets based on short- and long-term organizational goals.
* Oversee and execute the annual development, communications and stewardship plans and help ensure goals are met and there is accountability from all team members. Lead efforts to evaluate and update plans and activities annually. Ensure alignment between development activities and Texas 4000’s strategic plan.
* Oversee the donor relationship journey – from research to prospecting, cultivation, asking, thanking, and stewarding – and ensure that relationship-building and transparency are core to the fundraising program.
* Supervise student riders in their fundraising and communications as they participate in Texas 4000’s 18-month leadership development program and during the summer ride. This can include mentoring and coaching students, supplying fundraising and communications tools such as letters. social posts, and sample strategies to support their work on behalf of Texas 4000.
* Manage a portfolio of donors and prospects (including local and national corporations and individuals).
* Support the executive director, board members and committees in their work managing their portfolios.
* Manage the development budget, including event budgets, and create appropriate reports to the executive director, board and committees.
* Supervise Development Manager and contract event planner(s).
* Travel to meet donors required approximately 20 percent of the time.

# QUALIFICATIONS, SKILLS AND ABILITIES REQUIRED:

* College degree or equivalent work experience preferred.
* Moderate travel required.

Fundraising Experience

* Seven or more years of relevant experience in nonprofit fundraising.
* Documented track record of fundraising success, including corporate sponsorships, individual gifts, fundraising gala sponsorship, and P2P events.
* Experience working with volunteer board members and interns.
* Prior experience with peer-to-peer fundraising desired.
* Strong technology skills and database experience with Raiser’s Edge preferable.

Communication Skills

* Strong communication abilities, with superior interpersonal, verbal and written skills.
* Commitment to accuracy, attention to detail, highly efficient and conscientious about thorough follow-up. Impeccable spelling, grammar, punctuation skills.

Interpersonal Skills

* Excellent organization and time management skills with the ability to achieve goals while managing multiple priorities and deadlines.
* Must have a mature work attitude and be respectful, self-motivated, reliable and resourceful.
* Team player who enjoys interaction with professionals, peers, volunteers and those served by the organization.
* Personable, yet professional and must maintain strict adherence to confidentiality.
* Patience and good humor.

## Benefits

* Health Insurance - 75 percent paid for by organization
* Dental Insurance - 90 percent paid for by organization
* Vision Insurance - 100 percent paid for by organization
* Generous and flexible Paid Time Off (PTO)
* Holidays
* Travel across the country during the summer to see the riders and visit with donors. With approval, travel can be extended to include personal visits.
* Flexible work environment
* Strong organizational culture of philanthropy
* Selected professional development opportunities paid for by organization

## How to Apply

If you are ready to join the fight against cancer and lead Texas 4000’s development efforts, please email your resume and cover letter to info@texas4000.org by July 22. Cover letter should include your experience and accomplishments in corporate giving, individual giving and teaching/mentoring/coaching people to fundraise.

## About Texas 4000 for Cancer

Our Mission

Texas 4000’s mission is to cultivate student leaders and engage communities in the fight against cancer.

We share hope, knowledge and charity through leadership development, grantmaking, and our cornerstone event, a 4,000+ mile bike ride from Austin to Anchorage.

Our Vision

Texas 4000 envisions a world where all students can become leaders in creating a cancer-free future.

Texas 4000 Leadership Development Program Eight Foundational Leadership Skills:

1. Self-Awareness
2. Communication
3. Resiliency
4. Efficient Planning
5. Peer Respect
6. Situational Leadership
7. Technical Knowledge & Skills
8. Vision & Action

Number of Board Members: 17 Number of Staff: 7

Find out more at [www.texas4000.org](http://www.texas4000.org/)