

**AFP Charlotte Chapter
Executive Referral Service**

Position Available

Name of Organization: The Nature Conservancy

Title of Position: Associate Director of Philanthropy

Date Position Available: October 4, 2010

Position Reports To: Director of Philanthropy

Position is: Full Time

Responsibilities:

The Associate Director of Philanthropy for TNC in Charlotte, NC is responsible for TNC's major gift fundraising in Charlotte and representing TNC in the Charlotte community. Contributes in the creation and implementation of strategies for the cultivation and solicitation of a portfolio of major gift prospects, including corporate, foundation, institutions, and/or individual donors primarily in the Charlotte, NC area. Works closely with development team to determine effective strategies for identified donors and prospects. Strategies will include meetings, phone calls, events, correspondence, proposals, field trips to Conservancy projects. Discusses assets proficiently and listens for opportunities for gifts of assets or other non-cash gifts, such as planned gifts and trade lands. Provides opportunity for donors to receive recognition and increase future giving opportunity. Works with trustees and fundraising volunteers to cultivate and solicit gifts. Responsible for identifying potential major donors through discovery calls. Able to match donor interests to all Conservancy programs, including global priorities.

Understands and complies with all TNC gift-related policies and procedures. Involves and engages appropriate partners at all levels of the organization, keeping them apprised of interactions, issues or concerns. Understands and complies with all TNC gift-related policies and procedures and ensures ethical compliance, as defined by the Association for Fundraising Professionals.

Manages donors with a capacity of \$100,000 over three years.

This position reports to the North Carolina Chapter's Director of Philanthropy (in Durham, NC) and is located in Charlotte, NC.

Qualifications:

- Bachelor's degree in marketing, communications or related field and a minimum of 7 years related work experience or an equivalent combination of education and experience. Major gifts fundraising experience required.
- Experience in managing and tracking multiple prospects and donors.
- Experience, coursework, or other training in current trends in charitable giving in the areas of capital campaigns, major gifts and planned giving.
- Experience in asking for and closing major gifts of \$25,000 or more.
- Experience building and maintaining long-term relationships with fundraising constituents such as major donors and corporations.

Salary Range: Commensurate with fundraising experience.

Application Procedures and Special Instructions:

To apply for this position and for more information, please visit: <http://www.nature.org/careers> and search for Job ID# 12210. The deadline to apply for this position is Monday, September 20, 2010.

The Association of Fundraising Professionals-Charlotte Chapter (AFP/Charlotte) provides the Executive Referral Service as a service to the community. It is not intended to be an endorsement or recommendation for any job candidates.