



*Position announcement*

## **Director of Development**

Mianus River Gorge  
Bedford, NY

### **The Organization**

Founded in 1953, the Mianus River Gorge, Inc. is a private, not-for-profit land conservation and education organization. We protect and manage over 1,100 acres of land and our primary preserve was the first land project of the Nature Conservancy and one of the first Natural History Landmarks by the Federal government. The Gorge maintains an ambitious, innovative, applied research and research-based education program for high school, undergraduate and graduate students. This work, supported by a network of donors, research and education institutions, and partner organizations helps inform better land management and conservation decisions.

### **The Position: Director of Development**

The Director of Development works with the Board of Directors, the Executive Director and staff to grow donations annually and generate funding for operations, restricted funds, and special projects. The Director of Development will create a long and short term development plan and direct fundraising programs including: individual gifts, major gifts, corporate giving, planned giving, and any capital campaigns. The position reports to the Executive Director.

### **Responsibilities:**

- Identify, research, cultivate and solicit major gifts from existing and prospective individual donors to support MRG's programs and operations. Work with BOD and ED on in-person donor solicitations.
- Develop and cultivate relationships with existing major donors, Board of Directors and other supporters of MRG
- Develop an annual development plan and budget including revenue projections and expenses.
- Oversee all fundraising efforts including annual fund, project grants, and donor events.
- Work with the Database administrator to expand and maintain records on MRG donors including their giving histories, interests, and potential for support of MRG.

- Work with Executive Director and development staff to write major grants for special projects and operational support as needed.
- Work with development staff to advance MRG's communications materials to support fundraising efforts.
- Develop and implement capital campaigns and special events for operations, restricted funds, and special project support and work with development staff to create media avenues that support these efforts.
- Expand and solicit support for MRG's planned giving program (The Anable Society).
- Comply with all laws and regulations regarding fundraising standards and practices.

### **Qualifications**

Charismatic person, passionate about protecting natural resources, committed to educating youth in the natural sciences, and able to communicate these interests to donors.

- Self-starter with demonstrated ability to communicate with high-end donors about land protection, stewardship and natural science education.
- Bachelor's degree with at least three years fundraising experience as a manager. including working with major donors and experience in the non-profit sector.
- Proven communication skills and willingness to work with a small staff of dedicated people to make a difference.
- Excellent Interpersonal skills to interact effectively with major donors and other constituents.
- Demonstrated leadership skills to inspire BOD, staff, co-workers and volunteers in development activities.
- Exceptional attention to detail, strong organization and time management skills, and the ability to perform non-routine work with changing priorities.
- Excellent oral and written communication skills.
- Knowledge of fundraising software, Microsoft Office Suite, and social media platforms.
- Ability to work independently, but also amidst a busy, energetic office.
- Availability to work occasional weekends and evenings as needed.
- Experience in the fields of conservation, ecology, land management or ecological biodiversity a plus.

This is a full-time, salaried/exempt position and eligible for benefits including health, paid holidays, vacation, and sick time. The Mianus River Gorge is an equal opportunity employer.

### **To apply:**

Interested applicants should submit a resume, cover letter, (electronic submissions preferred) with a summary of demonstrable accomplishments to Rod Christie, Executive Director, Mianus River Gorge, 167 Mianus River Rd, Bedford, NY 10506 or by email to [rchristie@mianus.org](mailto:rchristie@mianus.org). Questions will be accepted by email.