

Major Gifts Officer/ West Coast

The National Park Foundation is seeking an experienced Major Gifts Officer for the West Coast region. This position will structure and solicit individual major gifts of \$25,000 and above; develop and manage a national portfolio of over approximately 100 prospective donors; and engage prospects and donors in giving to NPF strategic priorities with both unrestricted and restricted gifts.

To align more closely with geographic critical mass of National Park Foundation donors and prospects, this position will focus on cultivation, solicitation, and stewardship of individual donors primarily located on the West Coast of the United States including, but not limited to, California, Oregon, and Washington. The candidate for this position will ideally be located within this region and be in a position to work remotely from the National Park Foundation's main office in Washington, D.C. at least once per quarter.

WORKING AT NPF

The National Park Foundation, in partnership with the National Park Service, enriches America's national parks and programs through private support, safeguarding our heritage and inspiring generations of national park enthusiasts.

In 1872 America did something unprecedented; it set aside more than one million acres of wilderness for the benefit and enjoyment of the people. For more than 100 years, citizen involvement and private philanthropy have helped to improve, preserve and protect America's national parks. Since it was established by Congress in 1967, NPF has sustained this legacy of private philanthropy. We are a small organization with a big mandate. Learn more about us at www.nationalparks.org.

RESPONSIBILITIES AND DUTIES

- Actively manage a portfolio of donors and donor candidates with five-and-six figure capacity;
- Focus on building key relationships and soliciting and closing gifts of \$25,000 and above;
- Develop and manage a national portfolio of 100+ prospective donors;
- Engage prospects and donors in giving to NPF strategic priorities, and to unrestricted and restricted giving programs;
- Monitor all prospect contacts to ensure positive and purposeful prospect and donor relations;
- Participate in all aspects of the giving cycle;
- Develop appropriate cultivation strategies for donors;
- Move donors in appropriate, timely, and strategic fashion toward solicitation and closure;
- Maintain stewardship contacts with donors;
- Work collaboratively and as a team with volunteer and staff leadership to cultivate and solicit prospective donors.

ESSENTIAL EXPERIENCE, SKILLS AND COMPETENCIES

The ideal candidate should have the following:

- A bachelor's degree is required for this position
- A minimum of 5 years in development with specific experience in major gift fundraising.
- A master's or advanced degree is preferred.
- The ability to understand the needs and interests of major gift donors to connect them to park content and develop long-lasting relationships that maximize gifts to benefit the national parks;
- Interest in all aspects of philanthropy and a dedication to promoting NPF's core mission and priorities through excellent communication and negotiation skills;
- Familiarity with fundamental and industry-accepted standards for all aspects of the gift cycle involving prospects and donors;
- Demonstrated ability to successfully manage a portfolio of donors that results in increased giving;
- Ability to travel extensively throughout the west coast region;
- Ability to thrive in a collaborative, team-oriented environment and to work independently as required; and
- Knowledge of Raiser's Edge or similar CMS.

DESCRIPTION OF PHYSICAL DEMANDS AND WORK ENVIRONMENT

- While performing the duties of this job, the employee is regularly required to sit. The employee is frequently required to talk and hear. The employee is occasionally required to stand; walk; use hands to finger, handle or feel; and stoop, and/or kneel. The employee occasionally must push and/or move up to 10 pounds. Specific vision demands required for this job include close vision and ability to adjust focus. Willingness and ability to travel extensively for this position.

TO APPLY

- If you know you are the perfect candidate for this position, we want to hear from you. Please submit your cover letter, resume and salary history by email to resumes@nationalparks.org. Please indicate "MGO- WC" in the subject line of the e-mail.

National Park Foundation is an Equal Opportunity Employer. Candidates of all backgrounds are encouraged to apply.