

# DIRECTOR OF DEVELOPMENT

Right to Life of Michigan (RLM) is seeking a prolife individual to serve as Director of Development.

## **Responsibilities:**

1. Develop, manage, and evaluate fund-raising programs and materials for RLM and its affiliates.
2. Foster generous philanthropic support for RLM.
3. Update and implement a major gifts program and materials including gift planning.
4. Proactively seek and cultivate individual, community, corporate, and foundation donor relationships.
5. Prospect contributor lists for potential major givers.
6. Hire, train and manage development staff.
7. Conduct affiliate fund-raising/training programs as needed.
8. Provide consultation on fund-raising events and attendance as needed.
9. Establish and maintain positive interoffice communications/relations.
10. Work with President to ensure consistent, clear communication with public, through newsletters, events, and media.

## **Qualifications:**

1. Knowledge of effective fund-raising tactics and strategies.
2. 2+ years fundraising experience including proven experience seeking and securing large gifts.
3. Excellent communicator; excellent speaking, writing, presentation, and interpersonal skills (strong relationship building capacity).
4. Excellent organizational skills.
5. Management skills.

## **PLEASE NOTE:**

This is a full-time position with benefits package. Candidates must send cover letter with resume (PDF documents) to be eligible for consideration. Please e-mail to Office Manager at [careers@rtl.org](mailto:careers@rtl.org) or mail to: Office Manager, Right to Life of Michigan, PO Box 901, Grand Rapids, MI 49519 – 0901.