



Feeding South Florida (FSF) - Individual Philanthropy Manager

Position: Individual Philanthropy Manager (IPM)

Department: Development

Supervisor: Executive Vice President

Classification: Exempt, Full-time

Experience: Mid-career

POSITION SUMMARY

The Individual Philanthropy Manager (IPM) is responsible for maximizing Feeding South Florida's (FSF) fundraising efforts through the growth, expansion, and retention of all family foundation and individual prospects and current individual and family foundation donors. The IPM is responsible for researching, identifying, cultivating, soliciting, and stewarding individual gifts to align benefactor interests with the strategic objectives of FSF, including annual and major gifts. The IPM strengthens existing individual relationships, develops new ones, and establishes long-term partnerships that result in funding for the immediate and long-term goals of FSF.

POSITION RESPONSIBILITIES

- Design, implement, and manage a comprehensive, proactive development plan focused on expanding and enhancing family foundation and individual gifts through the qualification, cultivation, and solicitation of current and prospective donors in the IPM's portfolio.
- Manage an ambitious portfolio by creating pipeline plans related to each donor, providing appropriate information based on cultivation meetings and evaluating appropriate gift-giving mechanisms to qualify, cultivate, solicit, and steward five figure (and sometimes six figure) gifts.
- Prepare and develop appropriate proposals based on qualification and cultivation meetings.
- Develop an annual giving campaign and affinity groups that align with FSF's overall marketing calendar and strategic goals and objectives.
- Assist with the development and implementation of a robust planned giving program with a variety of philanthropic options that comply with financial planning and tax and charitable gift laws as they relate to planned giving vehicles and methods.
- Work closely with Community Engagement and Communications team members to identify individual prospects for annual campaign and major gifts, as well as design materials that align with the organization's overall message and branding.
- Initiate opportunities for the Vice President and President & CEO of FSF, to cultivate and develop relationships with individual and family foundation prospects.
- Ensure a high-quality stewardship process for current donors, ensuring reporting requirements are met to sustain successful partnerships by maintaining detailed records of solicitation activities.
- Ensure all contact information is up to date in FSF's CRM system, and reports are accurate and completed in a timely manner.

QUALIFICATIONS

- Bachelor's Degree (CFRE certification preferred).
- A minimum of five years demonstrated successful individual or family foundation fundraising experience, with a track record of securing five and six figure gifts.
- Knowledge of cultivation, solicitation, and stewardship strategies and techniques, particularly in the areas of individual giving and wealth management.
- Excellent persuasive writing, interpersonal, presentation, and negotiation skills to relate to donors, volunteers, and family foundation administrators.
- Self-motivated, innovative, and can work with considerable independence within the context of an overall strategy, team environment, and a variety of stakeholders.
- Demonstrated ability to take primary responsibility for diverse number of projects and to complete them accurately and timely.
- Superior analytical skills, including the ability to interpret financial information and manage data.
- Familiarity with financial planning, tax and charitable gift laws and planned giving vehicles and methods.
- Knowledge of AFP, BBB, and CFRE guidelines and policies.
- Highly literate in Microsoft Office Products (PowerPoint, Excel, Word, etc.) and CRM software (Raiser's Edge NXT preferred).
- Ability to travel throughout FSF's service area.
- Commitment and adherence to organization mission and values.

PHYSICAL DEMANDS & WORKING CONDITIONS

- Based on OSHA Standards Lifting requirements are 50 pounds. When lifting loads heavier than 50 pounds, use two or more people to lift the load.
- This position works primarily in an office and warehouse setting. There may be extended periods of driving, sitting, standing and/or bending, listening, talking and/or visual concentration, writing and/or computer use.
- After business hours work is required occasionally throughout the year.
- Frequent travel between quad-county areas is required.
- Occasional same day, out of town travel for meeting, conferences and special events using personal vehicle and/or public transportation is required.
- Involves activities in both office and warehouse environments with exposure to the climate and South Florida weather.
- The noise level in the work environment is usually moderate to loud.

Interested and qualified candidates should submit their resumes and salary requirements to careers@feedingsouthflorida.org. No phone calls please.

About Strategic Philanthropy:

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company's brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company's business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

For future job postings, follow us on:

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