



Junior Achievement of South Florida – Director of Development

Position Description:

This position offers a great opportunity for an entrepreneurial and seasoned salesperson and relationship developer to increase sponsorships, foundation partners, individual giving and strategic corporate partnerships. This role will identify and secure revenue generating opportunities with new prospects across industries, foster revenue opportunities with existing partners and develop a strategy to increase overall partnership revenue for Junior Achievement of South Florida.

The Director of Development will be responsible for assisting in developing the sponsorship opportunity strategies, identifying, cultivating, and developing leads and prospects, negotiating and preparing proposals, closing partnerships, ensuring delivery of benefits and providing overall management of relationships.

This role will uphold quality standards for the organization, assures adherence to oversight processes and develops and maintains positive relationships at all levels. The Director of Development reports directly to the Vice President of Development and works closely with the Vice President of Programs, Marketing Manager, JA Board Members, community partners, donors, mentors and advocates.

Essential Duties and Responsibilities

- Manage an existing pipeline of partnership opportunities with corporate, foundation, individual and public partners.
- Oversee identification of new prospects, cultivation, and solicitation strategies, and closing of deals.
- Maintain a strong understanding of new and existing JA K-12 programs and education innovation.
- Develop and maintain relationships to secure funding for projects, events, programs, organizational capacity building and capital improvements.
- Using a consultative selling approach, work with prospects to gain a clear understanding of their priorities to develop customized sponsorship and proposal packages to secure financial support.
- Schedule tours and meeting with funders to advocate support of programming that impacts their funding priorities.
- Solicit new funders through a variety of methods including large/small group presentations and outreach to corporate partners, individuals and foundations.
- Maintain accurate financial records; prepare invoice requests and gift pledges; manage budget with no overages; properly code and organize all expenses.
- Maintain accurate and updated records of all contacts and revenue projection pipeline of opportunities, highlighting all the prospecting, research, networking, outbound calls, etc.
- Oversee partner requirements and deliverables are completed specific to support agreements such as marketing metrics, testimonials, reports, etc. Work with JA staff to ensure data is collected and reports are delivered.
- Work with Manager of Strategic Partnerships to develop and implement recognition programs that are of interest and value to supporting partners, including event attendance, awards, and recognition.

Knowledge, Skills and Abilities

- Resourceful big picture strategist and creative thinker
- Identify emerging trends to create opportunity
- Strong communications skills, both written and verbal
- Results/action and solution-oriented
- Dynamic public speaking and presentation skills
- Ability to effectively utilize a robust CRM database system
- Demonstrated ability to handle diverse projects simultaneously in a fast-paced, team-oriented environment and effectively manage workflow to meet deadlines
- Interpersonal savvy to make connections with education, community and corporate leaders

- Effective organization, project management and customer service skills
- High flexible and responsive with the ability to shift priorities quickly and as organizational demands require
- Self-starter with the ability to take initiative and develop solutions quickly and effectively
- Ability to acclimate to the desired positive and forward-thinking organizational culture
- Unquestionable personal code of ethics, integrity, diversity and trust
- Build trust internally and externally, and project a professional image
- Discretion to handle confidential information

Experience and Qualifications

- 5 or more years of direct experience managing corporate and individual fundraising, relationship development, proposal writing and report management
- Bachelor's degree required
- Proficient in Microsoft Office Suite (Outlook, Word, Excel, PowerPoint required. SharePoint, Teams a plus) and advanced computer literacy
- Knowledge and experience in K-12 education programming

Compensation and Schedule

- This is a salaried position with a compensation package that includes generous Paid Time Off, medical benefits fully paid for the individual and additional workplace benefits.
- Weekly schedule ranges but is approximately 8:30am – 5pm with additional time as needed to complete projects. Evening hours are sometimes required.
- Occasional support is required for organization signature events that may occur on weeknights and weekends.
- JA's employees are currently working remotely due to the covid-19 pandemic, however typically this position works out of the administrative office at JA World in Coconut Creek.

To apply, please email your cover letter and resume to Maxine@JASouthFlorida.org with the subject line "Development Director".

Physical Requirements: The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to: sit, walk, occasionally required to reach with hands and arms, continually required to talk or hear, occasionally required to bend, lift, or climb, frequently required to lift and carry light weights (25-50 pounds), and specific vision abilities include: close vision, distance vision, and ability to adjust or focus.

About Junior Achievement of South Florida: Junior Achievement of South Florida (JA) inspires and prepares youth to succeed in a global economy. JA provides real-world training in financial literacy including budgeting, spending, investing and the use of credit; offers cutting-edge skill-building opportunities that enable young people to explore meaningful, productive careers; teaches students how to start businesses; and introduces entrepreneurial values that strengthen workplaces. Last year, with the help of over 7,000 trained corporate and community volunteers, JA delivered twenty-plus various programs to almost 50,000 students in classrooms throughout Broward and south Palm Beach Counties. For more information, please visit www.jasouthflorida.org

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.

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