



## **Leadership Greater Washington Development Manager**

### **About Leadership Greater Washington**

Leadership Greater Washington, a 501C3, connects regional leaders and provides the structure to advance our greater Washington community. Through the execution of programs aimed at engaging with regional leaders at the forefront of change (senior level leaders, emerging young professionals, and high school students who are actively involved in their community), LGW plays a vital role in bringing together bright minds with broad experience to explore and address critical issues by building non-partisan relationships that break down geographic, social and economic barriers.

In its 32-year history, Leadership Greater Washington has served 1,900 accomplished doers, brilliant thinkers and abundant hearts across all three jurisdictions toward creating solutions that address critical challenges. No other leadership organization crosses and conquers geographic and geopolitical barriers as Leadership Greater Washington, which serves more than 17 city and county governments in the District of Columbia, Maryland and Northern Virginia. This gives way to cooperative work on a regional basis, fostering discussion, sparking problem-solving and motivating positive change to regional challenges, through Leadership Greater Washington's dynamic resources and programming efforts.

### **Position Summary**

The LGW Development Manager is responsible for advancing the development plan by securing funding from corporations, foundations and individuals including implementation, relationship nurturing and evaluation.

The Development Manager will work closely with the President & CEO and the Development Committee. He or she will implement the annual fundraising strategy and generate new revenue for the organization with accountability for supporting an aggressive growth target over the next three years.

### **Why Leadership Greater Washington?**

This role is a great opportunity to connect with some of the region's top leaders and innovators. The Development Manager will have a seat at the table, sharing ideas and strategizing methods to create positive change throughout Greater Washington. As an evolving organization, LGW is at the forefront of regional collaboration and timely conversations. The ideal person for this role will be proactive in establishing beneficial relationships and should also demonstrate a passion for discussing regional issues that affect the areas of business, government and nonprofit.

### **Responsibilities**

- Develop and steward a portfolio of relationships to provide funding for our mission (sponsorships, campaigns, events, grants, donations and other partnerships)
- Develop and facilitate relationships for donor cultivation
  - Re-engage past and nurture current supporters, follow up with new development opportunities and report on successful completion of initiatives
- Develop annual sponsorship packages that appeal to the needs of the partner



- Cultivate, and develop grantee relationships with foundations, donor advised funds, and other grant making entities
- Develop and maintain platform for social media and digital marketing strategies
- Staff liaison to the Development Committee
- Evaluate progress towards goals: Prepare monthly reports, offer assessments and propose adjustments as needed
- Oversee the ongoing integrity of donor information, maintain and analyze pertinent data, and ensure the processing of appropriate gift acknowledgements

### **Qualifications**

- BA or BS degree
- Nonprofit fundraising/development experience with proven success
- Established track record with foundations, corporations and individuals
- Excellent interpersonal communication skills
- Ability to draft compelling fundraising proposals, pitch documents, and presentations
- Passion for LGW's mission
- Excellent written communication, research, and organizational skills
- Ability to multitask, prioritize and make efficient decisions
- Self-motivated, driven, and ability to operate with significant autonomy
- Experience in digital marketing, social media campaigns, and online solicitation strategies
- Positive and outgoing personality
- Connections to the local community
- Experience working with a Board of Directors

### **Interested?**

Send your resume with a cover letter describing your interest and qualifications for this position to: [dkaplan@lgwdc.org](mailto:dkaplan@lgwdc.org)