



Development Director

Principle Function: The Development Director, along with Executive Director, will create and execute a comprehensive fundraising plan to expand support for IDES and our efforts to provide Help and Hope around the world.

Responsibilities:

1. Leadership: Provide strategic leadership for fundraising efforts to increase IDES' ability to meet physical and spiritual needs of suffering people

- Develop strategic annual fundraising plan to increase capacity and ensure long-term growth and sustainability of the ministry
- Stay on top of fundraising trends
- Create alignment with IDES departments for fundraising efforts
- Speaks with individuals, churches, organizations on behalf of IDES as needed
- Implement major giving and planned giving strategies
- Ensure that all fund-raising and fund development are carried out in keeping with IDES' values, mission, and vision

2. Donor Relations: Build and maintain donor relationships to increase individual engagement with IDES

- Cultivate new, current, and former donors
- Communicate with donors in person or via email/phone
- Answer donor inquiries in a timely fashion
- Identify and steward prospective donors
- Evaluate donors to build giving potential

3. Campaign Development: Create opportunities to highlight special needs and partnership opportunities

- Leads marketing programs and special events to maximize donor engagement
- Develop and manage appeals and special letters
- Plan, implement and evaluate special fundraising events

4. Corporate Partnership: Develop external partnerships to raise brand awareness and secure funding for key relief projects

- Actively pursue corporate partners to assist in each of IDES' focus areas
- Manage relationships with corporate partners, developing and growing the relationship
- Soliciting sponsorships for various special events throughout the year
- Pursue grant opportunities and oversee application process

5. Other responsibilities

- Major Gifts appreciation
- Mid-level donor appreciation call/cards for volunteers
- Managing/updating donor software

Working Relationships:

Responsible to: Executive Director

Knowledge, Skills or Experience Required:

- Driven
- Well-organized
- Self-sufficient
- High Emotional Intelligence
- Passion for meeting people's needs
- Superb written, verbal and interpersonal skills
- Time management and flexibility with job duties
- Fundraising software and tools expertise
- Creative, self-starter attitude
- Donor and volunteer service mentality
- Organized and inspiring team leader

Time/Location: Full-time position based out of IDES' Noblesville, Indiana Headquarters working a minimum of 40 hrs per week

Length of service: Indefinite

Compensation: Salaried

Update 1/2023