



## SENIOR MAJOR GIFTS OFFICER

The Alliance for Climate Education (ACE) exists to confront climate change as the most urgent crisis of our time, threatening the health of communities and ecosystems across the globe. ACE's mission is to educate young people on the science of climate change and empower them to take action. Since our funding in 2008, ACE has reached 3 million youth and tracked over 1 million actions.

ACE's Senior Major Gifts Officer will have primary responsibility for raising funds from individual donors with capacity to give at a leadership level (ACE defines leadership level as \$1,000+). The Senior Major Gifts Officer will work alongside the Executive Director, Director of Philanthropy (and other Development Team members), and Board members to build relationships and secure contributed resources to ensure ACE can grow.

## JOB SUMMARY

The Senior Major Gifts Officer will work collaboratively to design, develop and implement ACE's major gifts program. S/he will be responsible for identifying new prospects and managing and cultivating relationships with this portfolio of new donors. This is a frontline fundraiser position which requires travel 25-40% of the year.

In addition, the Senior Major Gifts Officer works across all ACE Teams, including Board, Communications/Programs, Finance, Operations and Human Resources to develop a Culture of Philanthropy and a Culture of Collaboration. ACE's current annual fundraising budget is \$3.2M, with major donors budgeted at an estimated \$1.1M, and the Senior Major Gifts Officer's work is essential for ACE to realize fundraising goals and move the needle on climate change.

The salary range for this position is \$95,000 - \$105,000, depending on experience and track record with cultivating new major donors and dramatically scaling a major gifts program.

### **Key Working Relationships:**

Must have strong interpersonal and communications skills and demonstrate professionalism and warmth when interacting with:

- All Staff
- Board Members
- Donors
- Youth, Partners and other Stakeholders



### **Responsibilities:**

- Empower donors to accomplish their philanthropic goals by building relationships with them through ACE.
- Identify, cultivate, solicit and steward a portfolio of 100+ major donors with the goal of raising over \$1M annually while maintaining alignment with ACE's mission, capacity, Gift Policy, and frame of justice and equity.
- Manage systems and software to facilitate an impactful, customized-by-donor moves management program.
- Work with the Director of Philanthropy, Executive Director and Board to align efforts and set goals through project and annual work planning.
- Make direct, face-to-face solicitations and empower the Board and Staff with their solicitations, as well, providing strategic counsel and effective donor communications.
- Work collaboratively with the Development Team to execute major donor cultivation events in ACE's key geographies.
- Acknowledge major donors as they wish to be acknowledged.

### **QUALIFICATIONS**

#### Required Qualifications:

- Bachelor's degree
- 7+ years experience in major gifts fundraising for environmental, climate, and youth nonprofit organizations and/or political organizations. 3-5 years of a strong track record in individual giving.
- Passion for ACE's mission and our work to educate young people on climate science and empower them to take action.
- An ability to empathize with donors and clearly communicate ACE's mission and programs.
- Has an uncanny ability to engage others in fundraising and thrives off of relationships.
- Working knowledge with wealth screening tools.
- Excellent writer, bringing in current research and events to craft persuasive donor materials.
- Excellent verbal communication skills and ability to communicate effectively to different audiences, especially with high net-worth donors and their peers.
- Self-motivated to manage multiple projects with thoroughness, accuracy, timeliness, professionalism, and fun.
- Troubleshoots challenges with patience and creativity.



- Excellent technological skills, and fluency required or ability to learn: Salesforce, Basecamp, all Microsoft Suite applications, Google Apps, and other relevant programs as necessary.
- Strong organizational and time management skills.
- Ability to adapt as necessary to fulfill additional roles, responsibilities, and opportunities in development programming as necessary.

## POSITION DETAILS

- Schedule: Full-time position
- Salary Range: \$95,000-\$105,000 Commensurate with experience
- Includes generous benefits (Medical, Dental, Vision, Retirement Plan, Vacation and Sick Time)
- ACE is an equal opportunity employer that highly values staff diversity
- Anticipated start date: Immediately
- Deadline: Open until filled
- Location: Remote

## APPLICATION GUIDELINES

Please apply by emailing your resume and cover letter, to [careers@climateeducation.org](mailto:careers@climateeducation.org), with the "Senior Major Gifts Officer" in the subject line. All your information will be kept confidential according to EEOC guidelines.

ACE is an equal opportunity employer and encourages candidates of all racial, ethnic, gender and ability backgrounds to apply.