



Now Hiring: LGW Development Manager

November 8, 2021

Manager, Community Finance, Underwriting & Portfolio Management

Leadership Greater Washington (LGW) is the DC region's premier leadership incubator. Our mission is to bring leaders together to make a positive community impact in the Washington metropolitan region. LGW is centered on building a more dynamic and collaborative community with engaged leaders of diverse backgrounds, sectors, and geographies.

We are seeking a Development Manager in support of goals in several key areas: developing and executing strategic fundraising initiatives; maintaining development operations and donor stewardship; and creating new opportunities to increase LGW's fundraising and donor profiles. The Development Manager role is a great opportunity for someone who cares deeply about making a difference in our region. You will connect with some of the region's top leaders and innovators and have a seat at the table, sharing ideas and strategizing methods to create positive change throughout Greater Washington.

Positional Purpose: The Development Manager works closely with the Membership, Communications, and Events teams on strategic initiatives to increase LGW's visibility, influence, and financial resources. They will also work closely with the CEO and Board Chair to engage the board in fundraising opportunities. The Development Manager reports to the Chief Operating Officer and has a consultative relationship with the Chief Executive Officer, Board Chair, and the Board's Development Committee.

Benefits: The salary for this role has been budgeted in the mid to high seventies with some flexibility based on experience. LGW offers health and dental insurance, disability and life insurance, paid vacation, sick leave, holidays, and a matched contribution retirement plan.

Key Responsibilities:

The Development Manager plays a key role in advancing the development efforts of Leadership Greater Washington. They will lead the organization's major fundraising initiatives including the annual awards dinner, corporate sponsorships, and grants; manage development operations, create actionable development plans, and find creative ways to steward donors; and conceive new ideas and fundraising opportunities through creative prospect research, compelling campaigns, unique sponsorship packages, and major gift solicitations.

Major workstreams include updating fundraising strategy and setting appropriate fundraising goals; monitoring donor commitment and overall engagement; researching support opportunities; developing creative development campaigns; building the donor and membership portfolio; and creating and maintaining a development calendar.

Qualifications:

- Passion for LGW's mission with an ability to inspire and persuade people to support it.
- Proven record as a nonprofit fundraising professional. Experience growing individual giving or corporate sponsorship programs is strongly preferred.
- Strong written communication skills. Able to draft compelling fundraising proposals, pitch documents, and presentations.
- Experience with prospect research and developing strategies and plans from Highly organized and able to multitask, prioritize and make efficient decisions.
- Excellent interpersonal communication skills and good sense of humor. Appreciates the value of working in a small team environment.
- Self-motivated, driven, and ability to operate with significant autonomy.

- Positive and outgoing personality. Comfortable engaging and soliciting senior executives and high-net worth individuals.
- Experience liaising with a Board of Directors in a fundraising setting.
- Strong ties to local prospective donors and sponsors is a benefit.
- Technology-oriented with CRM experience.
- Experience with a membership-based organization is a plus.

Please submit your resume with a cover letter describing your interest and qualifications for this position to careers@lgwdc.org. Applications will be reviewed on a rolling basis, and due to the pace of the search we encourage early submissions.

Leadership Greater Washington is an equal opportunity employer. We are committed to anti-racist principles and fostering a culture of inclusion, diversity, and belonging. People of color, people of all genders, and people who identify as LGBTQIA+ are strongly encouraged to apply.