



## **We're Hiring!**

### Chief Development Officer

**Position:** Chief Development Officer

**Reports to:** President/CEO

**Location:** Remote with the possibility to work in the Washington, DC or Portland, OR office

**Salary:** \$170,000 - \$190,000

#### **About the Organization**

Across the nation, Compassion & Choices works to protect and expand end-of-life options – and to ensure that healthcare providers honor and enable patients' decisions about their care. To make this vision a reality, Compassion & Choices focuses nationwide and within communities to empower people with information and tools to ensure they are receiving state-of-the-art care and a full range of choices for dying in comfort, dignity, and control. The Compassion & Choices Action Network is the 501(c)(4) political arm of Compassion & Choices. This position supports both entities.

Compassion & Choices and Compassion & Choices Action Network are committed to building a staff that reflects the diverse communities that make up our country and fostering, cultivating and preserving a culture of diversity, equity and inclusion. We are an Equal Opportunity Employer and in recruiting, we seek candidates with the proven skills required, irrespective of race, gender, religion or belief, age, disability, or sexual orientation.

#### **Job Summary**

The Chief Development Officer (CDO) will play a crucial role in the success of Compassion & Choices and the Compassion & Choices Action Network and help us reach our annual fundraising target of \$21 million. Reporting to the President/CEO, the CDO will be instrumental in developing and implementing a strategy that encourages continued support of our mission and programs and promotes a culture of gratitude and philanthropy. The CDO will work in close collaboration with the President/CEO, who is deeply dedicated to ensuring a culture of philanthropy throughout the organization and has a true understanding of the commitment required to secure financial resources year-over-year. This position will also work jointly with a highly experienced and collaborative C-suite, a dynamic and devoted Board of Directors and Fundraising Committee, and importantly, a high-performing Development team with a proven track record of driving growth. Furthermore, the CDO will partner with the Executive Team to grow the Compassion & Choices Action Network including leading the development of strategies and revenue streams for C4 gifts and soon-to-be established PACs in several priority states.

As a member of the Executive Team, the CDO will provide strategic input on key organizational decisions, and partner with leaders from across the organization to ensure a continued path for evolution, growth, and impact. The CDO will also sustain and elevate the philanthropic support of current donors and develop a network of new prospects, particularly influential individuals and institutional prospects who share the organization's commitment to improve care, expand options and empower everyone to chart their end-of-life journey through education and advocacy efforts.

## **Duties and Responsibilities**

### Strategic Development/Fundraising Leader

- Develop and implement strategies for the organization to achieve its fundraising/development goals.
- Lead staff and supporters to institutionalize a culture of philanthropy and fund development within the organization.
- Design and implement a strategy to increase unrestricted and restricted revenue to support new cross-departmental priorities such as the c4, PACs, as well as creating a more inclusive supporter base.
- Develop, track, monitor and adjust annual fundraising projections.
- Significantly expand the individual donor pipeline and its diversity, including by demographics, geography, and areas of interest.
- Cultivate and solicit seven-figure gifts.
- Produce proposals, cases for support, reports and other written materials that deploy compelling language and stories to engage and inspire others with the organization's mission, goals, programs and achievements.
- Leverage increased major gifts as well as integrated solicitations for annual and legacy support.
- Expand and diversify direct and digital mail response in collaboration with the Digital team.
- Create opportunities to build a "home" for supporters, ensuring long-term engagement and giving.
- Create and implement strategy, models, systems and tools to effectively engage local communities, supporters and diverse audiences in fundraising plans.
- Lead and inspire the Development team to establish and achieve their fundraising goals.
- Collaborate with the President/CEO and the Communications team to develop messaging that engages donors and new audiences to support mission and vision.
- Ensure the necessary systems, structures, and processes are in place to support the development objectives and sustained growth outlined in Compassion & Choices' organizational Strategic Plan.

### Ambassador

- Serve as a representative, external relationship-builder, and fundraiser nationally and in key strategic communities.
- Advance diversity, equity, and inclusion within the development team and across the organization.
- Serve as liaison to the Board of Directors to support its continuing growth and maturation.
- Build relationships that advance the work with national organization partners and collaborators.
- Represent the organization at appropriate funding, legislative, public education, and media forums.
- Represent Compassion & Choices in the philanthropic community to create strategic collaborative partnerships and networks to expand our brand.

### Organizational Manager

- Actively engage as a senior manager providing leadership and management to the Development programs and department directors to achieve the strategic plan.
- Actively participate in the Executive Team and provide leadership and direction.
- Manage all Development programs and department directors in program functions and, when appropriate, public support functions.
- Liaison with President/CEO and National Director of Finance to develop organizational budgets and monitor financial, capital, and human resources particularly for program areas and cross-platform strategies to coordinate fundraising goals with priorities.
- Support a culture of collaboration and trust within the development team and among departments.

## Qualifications and Competencies

- Bachelor's Degree is required.
- 10-15 years' experience and a proven expert in leading a growing development department with more than a dozen staff Interest in being a part of a growing organization.
- Recognized senior executive with a strong strategy orientation who has extensive experience leading development departments including all the major types of development (special gifts, major gifts, foundations, legacy planning, direct mail, email marketing, etc.
- Track record of working at the chief level, directly translating a CEO's vision, collaborating around change with a senior team and working with counsel to ensure fundraising plans are in compliance with all laws.
- Experience driving development strategy and execution in an executive role, in a high integrity, inclusive way.
- Demonstrated results in expanding major donor pipelines, identifying diverse revenue streams and managing donors at multi-million dollar giving levels.
- Experience leading development efforts for C4s and PACs is also important.
- Identifies SWOT (strengths, weaknesses, opportunities and threats), innovate solutions, and drive organizational change in collaboration with the CEO and senior-team.
- Significant experience inspiring staff to lead with values rooted in the principles of diversity, equity, and inclusion.
- Must be a strong manager with high emotional intelligence who is also able to lead through influence within a matrixed organization; with a record of managing director-level development staff.
- Excellent written and presentation skills that effectively communicate the importance or success of your work to the board, donors and supporters and the ability to interact with high-level individuals and groups as well as all levels across the organization.
- Experience and strong working understanding of working within a movement, ideally with a working knowledge of the progressive, Libertarian or secular movements preferable, but not essential.

## How to Apply

Email current resume and cover letter as one combined PDF document to: [Jobs@ateamdc.com](mailto:Jobs@ateamdc.com). In the subject line of your email, indicate "**Last\_First Name, CDO 2022**". In your cover letter, please (1) indicate how your personal philosophy aligns with our mission, (2) provide a brief summary of your directly related experience, and (3) provide your salary expectation (with a specific amount/range vs 'negotiable'). Questions about the position may be directed to [Jobs@ateamdc.com](mailto:Jobs@ateamdc.com).

## Equal Employment Opportunity

Compassion & Choices is committed to building a staff that reflects the diverse communities that make up our country. We are an Equal Opportunity Employer and recruit, hire, train, promote, and administer any and all personnel actions without regard to age, color, creed, disability, economic status, ethnic identity, gender identity, national origin race, religion, sex, sexual orientation, veterans status, or any other basis prohibited by applicable law.

## Benefits

We offer excellent benefits including employer-shared medical and dental insurance premiums, employer-paid short- and long-term disability, life and accidental death & dismemberment insurance, flexible spending account for medical and child care, commuter pre-tax benefit, eligibility to participate in 401K with generous 5% employer match and 100% vested at time of eligibility, 12 paid holidays, 17 PTO days first year, and personal days.