

Position Summary

The Major Gifts Officer will solicit support and cultivate long-term donor relationships for the New England Science & Sailing Foundation (NESS) through the effective positioning and communication of the organization's vision, mission, and core values. This will be successfully accomplished by managing a comprehensive program of community engagement, support, and investment in NESS. The Major Gifts officer will report directly to the President/CEO and will work closely with members of the Advancement Team, the Advancement Committee, and the Board of Directors to define and implement all components of a comprehensive and strategic advancement program.

Duties and Responsibilities

General

- Nurture strong, ongoing relationships between NESS and its constituents, while also developing new relationships
- Develop performance metrics that highlight advancement activities and progress against strategic initiatives and fundraising goals
- Serve on the Advancement Committee

Fundraising

- Manage a pool major gift prospects in coordination with Board of Directors and management
- Develop and implement a strategic approach for the identification, cultivation, solicitation, and stewardship of major donors and donor prospects
- Responsible for making face to face visits throughout the year with these prospects and donors
- In conjunction with Advancement Team members, research current and prospective foundation partners and analyze grant-making strategies and histories to position NESS to receive support
- Responsible for creating prospect development strategies for all major gift donors and prospects, including effective long-term stewardship plans
- Represent NESS as a key spokesperson in external relations related to fundraising, strategic partnerships, and individual leadership stakeholders
- Maintain a working knowledge of the interests and expectations of the organization's major funders
- Collaborate with Board of Directors and management to identify and craft funding opportunities for major gift prospects and donors that inspires them to commit to multi-year gifts and aggregated giving options
- Maintain detailed records of all donor and donor prospect interactions in Donor Perfect system
- Perform other related duties as assigned

Requirements

Education/Certifications

- Bachelor's degree, advanced degree preferred

Skills/Knowledge/Experience

- Minimum 5 years of experience in fundraising and constituent relations
- Proven ability to solicit and close on philanthropic gifts of \$50,000 and above
- Ability to establish rapport with donors quickly in a meaningful and professional manner
- Proven track record of successful digital campaigns including social media and email
- Ability to work independently and cooperatively within a team environment
- Strong managerial, leadership, and supervisory skills
- Demonstrated analytical and fundraising skills with the ability to recognize high philanthropic opportunities to maximize outcomes for NESS
- Proactive with excellent and authentic inter-personal abilities among a varied audience
- High comfort level and discretion in dealing with confidential donor information
- Knowledge of research techniques and methodologies
- Exceptional oral and written communication skills
- Strong computer skills (Word, Excel, PowerPoint, Outlook)
- Highly organized and detail oriented
- Practical knowledge of fundraising strategies, tactics, laws, and regulations
- Willingness to travel and work nights and weekends as needed

Compensation commensurate with experience and includes comprehensive benefits package.

Please send your cover letter and resume to: jobs@nessf.org subject, Major Gifts Officer

New England Science & Sailing Foundation is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment at our organization without regard to age, color, gender expression, genetic information, disability status, race, national origin, religion, sex, sexual orientation, or status as a protected veteran. NESS welcomes individuals with diverse backgrounds, experiences, and ideas who uphold our core values of inclusiveness, stewardship, personal growth, and experiential learning.

About NESS: New England Science & Sailing Foundation, Inc. (NESS), is a nonprofit 501(c)(3) ocean adventure education organization that engages students in experiential learning to build confidence, teamwork, and leadership skills. Marine sciences, adventure sports, powerboating, and sailing are platforms for inquiry-based learning, personal discovery, teaching respect and responsibility for the sea, and creating connections with the community. NESS operates year-round with families, schools, and organizations to provide high-quality programs that blend an innovative curriculum with exciting ocean adventure activities. For more information, visit www.nessf.org