

Congregation Beth Israel Development Director

Organization

Founded in 1854, Congregation Beth Israel is a vibrant and diverse Jewish community in Houston, Texas. The oldest congregation in the state with a rich history and legacy, it is one of the largest Reform Congregations in the country with more than 1500 family members. Home to The Shlenker School, one of the nation's premier Reform Jewish day schools as well as a nationally acclaimed religious school, we are a welcoming and inclusive congregation that shares a commitment to Jewish life and learning for families, singles, Jews-by-choice, mixed faith families, LGBTQ individuals, and people of all ages.

Position

The Development Director will be responsible for planning, organizing, and directing campus-wide fundraising including endowment, legacy gifts, operating and program needs, capital campaigns, cemetery, and The Shlenker School. He or she reports to the Executive Director and works closely with the Development Committee. A new position in the organization, the Development Director will have the opportunity to build the development function.

Responsibilities

- Working with the Development Committee, which represents the fundraising needs of the Congregation, sets the strategic vision, goals, and timetable of the campus-wide development function.
- Develop and execute a cohesive development strategy for both short-term and long-term needs; spearhead a culture of philanthropy.
- Assess the population of donors, previous giving trends and prospect potential opportunities.
- Grow a major gifts program including identification, cultivation, and solicitation of major gifts for the ongoing sustainability of the Congregation.
- Meet with prospective donors individually and in partnership with lay leadership and clergy on a continual basis to establish ongoing relationships with them.
- Develop a donor stewardship program to ensure loyal, recurring donors.
- Oversee the Grant Manager and aid in researching additional grant opportunities.
- Working with the Marketing and Communications Manager, develop marketing collateral for fundraising programs and events.
- Plan and execute fundraising events and donor receptions.
- Maintain and identify naming and recognition opportunities throughout the organization.
- Attend Congregation programming and other events to engage with donors.

Qualifications

- Must embrace the mission of the Congregation and understand and respect the practices of the Jewish faith.
- Two to five years of fundraising, sales, or business development experience.
- Excellent relationship building and communication skills, both written and verbal.
- Exceptional interpersonal skills couple with high emotional intelligence.
- Self-directed, professional, and resourceful style, the ability to work independently and as a team player, to take initiative, and to manage multiple tasks and projects.
- Ability to manage multiple constituencies and set priorities.
- Strong computer and database skills.
- Ability to maintain confidentiality.
- A bachelor's degree.

Please send resume to Pam Kutner, Executive Director pkutner@beth-israel.org.