

# NOW HIRING



**DePelchin**  
CHILDREN'S CENTER

## DONOR RELATIONS OFFICER

The Donor Relations Officer is responsible for the development and implementation of strategies related to the identification, qualification, engagement, cultivation, solicitation, and stewardship of major gift level donors. The Donor Relations Officer will manage a portfolio of 100-150 donors and prospects, including individuals, foundations and corporations, with an emphasis on securing major gifts from individual donors. The Donor Relations Officer is also responsible for meeting annual revenue targets and will work directly with the Director, Donor Relations to execute and achieve comprehensive major gift strategies that meet established financial goals.

### COMPENSATION:

- ◆ \$70,892 plus credit for relevant years of experience.

### BENEFITS:

- ◆ Robust benefits package, Generous PTO, Matching Retirement.

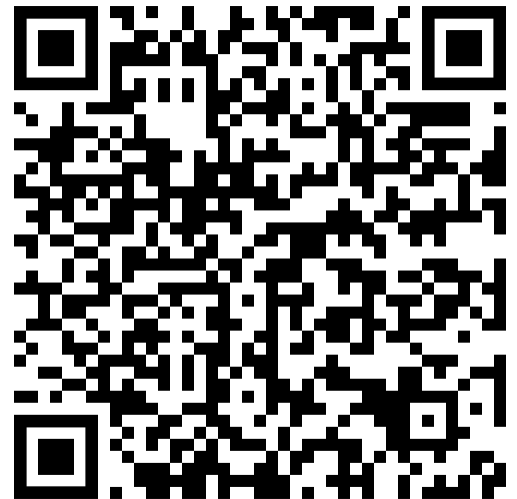
### REQUIRED QUALIFICATIONS:

- ◆ Bachelor's degree required.
- ◆ Three (3) years' experience in fundraising.
- ◆ Knowledge of general office equipment and software, including use of personal computers, smart phones, printers, and Microsoft Office Suite software (Excel, PowerPoint, and Word).
- ◆ Experience with constituent relationship management (CRM) database preferred.

### WORK CONDITIONS:

- ◆ Environment: Hybrid—Office, Community.
- ◆ Range of Schedule: Mon - Fri, 7:00 am to 8:00 pm, Occasional nights or weekends.

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TO APPLY



### Careers at DePelchin

Why do people join, stay and thrive at DePelchin? We asked our employees what matters most, and they tell us that working at DePelchin is a rewarding experience because the work we do impacts the lives of children and families. Our employees enjoy our Culture of CARING, are recognized for their work, and have exceptional learning opportunities.

DePelchin encourages wellness and promotes preventive care, by offering benefits and resources to help its employees lead healthy, balanced lives. Programs, resources and benefit eligibility vary based on scheduled hours worked, location, and length of service at DePelchin.

DePelchin Children's Center is an equal opportunity employer. We value and promote diversity and are committed to selecting and employing the best and most qualified person available for each job opening.