



Job Description

Job Title: Director, Young Leadership & Campaign

Reports to: Chief Philanthropy Officer

Essential Functions/Responsibilities: The Director, Young Leadership & Campaign is responsible for developing, managing, and implementing the community campaign and Young Leadership philanthropy efforts, including but not limited to, Ben-Gurion Society and Phoenix's National Young Leadership Cabinet local program.

Key Areas of Responsibility:

Young Leadership

- Develop, plan, and deliver overall Young Leadership annual plan (e.g., education, outreach, annual giving) in partnership with volunteer leadership.
- Secure new annual donors and deepen relationships with existing supporters.
- Develop, plan, and deliver local arm of National Young Leadership Cabinet and Ben-Gurion Society programming to deepen engagement with current and prospective donors, with a specific emphasis on recruitment.
- Engage with CJP's Leadership Advancement Series participants by attending LAS events and fostering relationships.
- Identify, recruit, train, motivate and support volunteer leaders.
- Prepare and manage budgets.
- Oversee execution of events/programs for Young Leadership audiences in coordination with Chief Philanthropy Officer, Marketing team and Development team.
- Coordinate and strengthen relationships with national Ben-Gurion Society professionals, JFNA Young Leadership Cabinet and other young leadership fundraising professionals in comparable sized communities for best practices.

Community Campaign

- Develop and manage an annual financial resource development plan for Young Leadership, together with Chief Philanthropy Officer.
- Identify, cultivate, and establish new donor relationships.
- Ensure effective annual donor solicitations in range of \$1,000-\$5,000.
- Identify, recruit, train, motivate and support volunteers.
- Oversee volunteer assignments for annual giving campaigns as part of Financial Resource Development (FRD) Committee

- Prepare and manage budget for annual giving campaigns in coordination with Chief Philanthropy Officer.
- Coordinate and strengthen relationships with JFNA professionals and professionals in other communities.
- Oversee and manage strategy and execution with contract company, Jigsaw, for all email, phone, text and direct mail appeals and tactics.

Schedule: This is a full-time position. Event attendance required in the evening hours and some weekends during the campaign season.

Education/Experience/Skills/Abilities/Characteristics

- Bachelor’s degree required. Advanced degree or certification desirable (CFRE).
- At least 4 years of progressive experience in nonprofit fundraising is preferred.
- Expertise or familiarity with “Gen Z” philanthropy and trends.
- Excellent written, oral communication, and presentation skills.
- Strong interpersonal and professional relationships skills.
- Strong management skills and knowledge of traditional and more innovative fundraising techniques.
- Strong working knowledge of and technical proficiency with Microsoft Office suite products.
- Familiarity with donor databases; Blackbaud or Microsoft Dynamics products preferred.
- Proficiency in professional usage of social media a plus.
- Knowledge, understanding and commitment to Jewish community. Prior experience working for Jewish organizations a plus.
- Ability to manage tasks, prioritize multiple assignments, execute work in an accurate, efficient and timely manner, and track and manage multiple work streams at once.
- Ability to handle sensitive and confidential information with discretion.
- Ability to work and communicate effectively with a variety of internal and external departments, vendors, and consultants.

Salary and Benefits:

- Salary range: \$65,000 - \$75,000, commensurate with experience.
- Federal holidays and Jewish holidays, which vary year to year.
- Benefit information will be made available during the interview process.

To Apply:

Please send a cover letter and resumé detailing your relevant experience and interest in the role to gbaer@phoenixcjp.org.

Candidates will be required to undergo a background and reference check prior to employment.