



## Job Description

**Job Title:** Director, Young Leadership Campaign

**Reports to:** Chief Philanthropy Officer

**Essential Functions/Responsibilities:** The Director, Young Leadership Campaign is a fundraising role responsible for developing, managing, and implementing overall Young Leadership fundraising efforts, including but not limited to, Ben-Gurion Society and Phoenix's National Young Leadership Cabinet local program.

### **Key Areas of Responsibility:**

#### **Young Leadership Campaign**

- Develop, plan, and deliver overall Young Leadership annual plan (e.g., education, outreach, giving strategy) 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.
- Develop and launch a new \$360 annual/\$30 per month Young Leadership giving society.
- Manage donor stewardship for local members of Ben-Gurion Society and National Young Leadership Cabinet.
- 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 annual large-scale fundraising Young Leadership events in coordination with volunteer leadership and CJP 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.

**Schedule:** This is a full-time position. Event attendance is 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 preferred (CFRE).
- At least 4 years of progressive experience in nonprofit donor solicitation and fundraising.

- 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](mailto:gbaer@phoenixcjp.org).

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