



We are looking for a new team member! If you have ever said to yourself, "I'd really like to work somewhere that I can help people. Do something with meaning. Enjoy the environment!" If this sounds like you, this might be a good fit.

Nora's Home is a home away from home for transplant patients and their families and caregivers. We work every day to foster an environment of community, safety, and comfort at the lowest cost possible to our guests. We never turn someone away because of an inability to pay. We are looking for a Director of Development to help us continue our Mission and grow even more!

Position Summary:

To plan and lead the strategic short and long-term fundraising goals and objectives for Nora's Gift Foundation. The Director of Development will bring deep major gifts expertise and maintain visible presence as an ambassador of Nora's Home in the philanthropic community. This position reports to the Executive Director and works closely with Nora's Gift Foundation senior leadership team.

Specific Duties Include:

- Establish a customized and comprehensive fundraising plan, as well as oversight and achievement of goals, in consultation with the Foundation's leadership team.
- Diversify the donor base of individuals, foundations and corporations.
- Oversee grant writing for Foundations and Corporations; research and pursue new grant funding opportunities and ensure all appropriate reporting and documentation is undertaken.
- Research, identify, cultivate, and communicate with new and established donors; keep them informed on a regular basis of organization's work and the impact of their contributions; oversee all donor acknowledgments.
- Participate in budget meetings, business community programs and charitable events to steward investors, generate new opportunities and elevate the visibility of Nora's Home among high net- worth audiences.
- Engage Nora's Gift Foundation Board of Directors, staff and leadership in development plans and clearly identify their roles and responsibilities.

Qualifications:

- Minimum five years of demonstrated experience in fundraising, event planning, public relations, membership, marketing, and development with measurable results; healthcare fundraising is ideal.
- Experience with various types of fundraising including recurring donor programs, legacy/planned giving, and other creative donor programs are a plus.
- A successful track record of personally identifying, cultivating, and soliciting major individual and institutional donors.
- Grant writing or previous experience in proposal preparation preferred.
- Bachelor's degree required.
- Contributes to the team and provides general administrative support to the home as needed.
- Flexibility with working hours as required by the position.
- Exceptional interpersonal, presentation, proofreading, and writing skills.
- Passion for the mission of Nora's Home.

- A high regard for confidentiality and sensitivity in dealing with donors, volunteers, and patients in a professional environment.

Compensation:

- Base salary commensurate with experience
- Annual bonus
- Benefits including Health, Vision, Dental, Hospitalization, S/LT Disability, Life
- Twenty Days PTO
- 11 Holidays

Qualified applicants please send cover letter with salary requirements and resume to: annette@norashome.org