



CONFIDENTIAL JOB DESCRIPTION

SENIOR DIRECTOR OF DEVELOPMENT OUTWARD BOUND CALIFORNIA

SAN FRANCISCO, CA

COOK SILVERMAN SEARCH

336 Bon Air Center, Suite 300
Greenbrae, CA 94904

www.cooksilverman.com



OUTWARD BOUND CALIFORNIA

ABOUT OUTWARD BOUND CALIFORNIA

Outward Bound California is part of a national network of experiential and outdoor education programs for youth and adults. We use the inherent challenge of the wilderness and urban outdoor spaces to teach people of all ages to be compassionate leaders, serve their communities, and build character and ultimately reveal the full potential within all of us.

With a fifty-year history in the United States, Outward Bound California provides extended, expeditionary style rock climbing, backpacking, mountaineering, urban and service courses. We serve students aged twelve and up, including many adult and veteran programs. As a non-profit, more than two-thirds of our students receive partial or full scholarships to go on an Outward Bound course.

Outward Bound California is staged to grow to three times its size by 2020 for the benefit of youth and adults in the Bay Area and across the state. To fund this ambitious growth, Outward Bound California is investing in our leadership and has begun a \$25 million Comprehensive Campaign.

For more information on Outward Bound California, please visit www.outwardboundcalifornia.org.

POSITION OVERVIEW

The Senior Director of Development will lead all aspects of Outward Bound California fundraising, including a multi-year fund development strategy, the Comprehensive Campaign and an emerging major gifts program. Outward Bound California seeks a dynamic, systems-oriented leader who believes in the power of outdoor education and who can advance the organization and its fundraising efforts to the next level of sophistication and excellence.

REPORTING RELATIONSHIPS

The Senior Director of Development works closely with the eighteen-member Board of Directors, the Executive Director, and three development staff to accomplish Outward Bound California's development goals. This position reports to the Executive Director and is an integral member of the Outward Bound California management team. The position supervises the Director of Development, the Major Gifts Officer and the Development Associate.

PRIMARY RESPONSIBILITIES

- Build a culture of donor-centered philanthropic engagement across the organization's staff, board and external constituencies.
- Oversee, develop, and implement a comprehensive and diversified fund raising program, including individual major gifts, corporate and foundation giving, planned giving, events, and annual giving.
- Develop and maintain an active portfolio of major gifts prospects and donors capable of making gifts of \$5,000 or more annually.
- Work closely with the Development Director, staff, board, and external consultants to lead Outward Bound California's ongoing Comprehensive Campaign.
- Assist Board members, senior staff, and other volunteers in actively identifying, cultivating, soliciting, and stewarding their own portfolios of major gifts prospects and donors.
- Supervise and mentor fundraising staff, and hold all staff accountable to annual work plans and KPIs.
- Oversee production of development collateral, including brochures, proposals, and other materials.
- Ensure that the development department maintains high standards and best practices for development, including policies, systems and procedures, donor acknowledgement, record keeping, budgeting, and reporting.
- Actively participate as a member of the management team.
- Participate in national fundraising development discussions, as appropriate.
- Serve as a dynamic representative and spokesperson for Outward Bound California to its constituents and to the public at large.

QUALIFICATIONS

- Commitment to and passion for the mission of Outward Bound California
- Ten years or more of progressively challenging fundraising experience with quantifiable results
- Demonstrated ability to collaborate with peers, board members, and high level volunteers
- Experience inspiring, leading, and managing a team of fundraising professionals including a proven ability to hire, train, manage, and retain staff
- Experience leading successful capital campaigns
- Experience establishing a major gifts program in a small- to mid-size organization or managing major gift officers at a larger organization
- Strong written and verbal communicator to a diverse group of stakeholders
- Team-focused leader with strong personal initiative and follow through
- Knowledge of the California-based philanthropic community that supports social, educational, and/or environmental programs
- Ability to manage complex project budgets and monitor expenses

- Ability to be highly organized, efficient and effective in task and time management
- Demonstrated knowledge and ability to leverage technology to meet development department goals and initiatives
- Ability to effectively communicate the mission and goals of Outward Bound California

TO APPLY

To apply for this position, or for additional information on the opportunity, please send a copy of your resume with a cover letter to Victoria Silverman at apply@cooksilverman.com.

All applications and inquiries will receive a response and be kept strictly confidential.

Outward Bound California is an equal opportunity employer and works to include diversity among its staff. Outward Bound California values the inclusion and collaboration among employees of diverse backgrounds and experiences. Outward Bound California prohibits discrimination against, and harassment of, any employee or applicant for employment because of race, color, religion, sex, gender, pregnancy, genetic information, ethnic or national origin, sexual orientation, marital status, familial status, military or veteran status, qualified individuals with a disability on the basis of the disability, or any other category which may be protected under applicable state or federal law. Outward Bound California also promotes respect for all people, and will not tolerate harassment based on any of these characteristics nor on differences based on gender identity or expression.