CONSERVATION FLORIDA

DIRECTOR OF PHILANTHROPY

Job Location: Flexible within the state of Florida
Benefits: Health Insurance, Dental, Vision, 403b Retirement Plan, Generous PTO and Holidays
Full-time: Exempt
Timeline: Open until filled

ABOUT CONSERVATION FLORIDA

Conservation Florida is a statewide accredited land conservancy with a mission to save Florida’s natural and agricultural landscapes for future generations. Our conservation projects support Florida’s native plants and wildlife, fresh water, the protection of the Florida Wildlife Corridor, family farms and ranches, the economy, and nature-based recreation. Since our founding in 1999, Conservation Florida has prioritized strategic and evidence-based land protection and has saved over 30,000 acres of critical habitat through acquisition, facilitation, and incubation of conservation projects.

We save land by developing conservation strategies, exploring funding sources and purchasing or accepting donations of land and conservation easements. Our other services include providing expertise to guide landowners through the land protection process, serving as a trusted community partner to support statewide land conservation and promoting land conservation through effective education and advocacy. Our vision is large-scale, and we are 100% committed to conservation in the state of Florida – for nature, for people, forever!

JOB DESCRIPTION

The Director of Philanthropy plays a crucial role in advancing Conservation Florida’s mission by spearheading all strategic fundraising initiatives. This is a visible leadership position that demands a high level of expertise. The Director will be responsible for planning, executing, and evaluating Conservation Florida’s annual membership campaigns, major gift and planned giving strategies, corporate partnerships and cause-related marketing campaigns, capital campaigns, donor events, and other public activities related to philanthropy. The ideal candidate must possess remarkable competency in setting goals, identifying opportunities, and securing funding. If you are passionate about land conservation and have a proven track record in philanthropic leadership, we encourage you to apply.

RESPONSIBILITIES

The Director of Philanthropy will be an integral part of our organization and will report directly to the CEO while working closely with a team of professionals to execute strategic goals. Your primary responsibility will be to establish a thriving legacy/planned giving program while fostering strong relationships with prospective donors and overseeing multi-year fundraising campaigns. As a philanthropic leader, you must possess exceptional collaboration skills, as teamwork is essential to our success. Additionally, your extensive network and enthusiasm for cultivating relationships will be valuable assets in this role.

Primary Responsibilities:
• Collaborate with staff to develop and execute a bold fundraising strategy
• Secure a minimum of $2 million each year to advance Conservation Florida’s mission
• Motivate, inspire, and oversee the Conservation Florida team in achieving fundraising and relationship-building goals
• Strategize and supervise donor events and tours that prioritize cultivating and acknowledging donors
• Foster and enhance relationships with partner organizations, board members, donors, volunteers, and other stakeholders to promote growth and development
• Deliver excellent customer service to landowners, donors, partners, volunteers, and staff in a professional and high-quality manner
• Pursue leads generated by the CEO, Leadership Team, Board of Directors, or other team members; support the cultivation of long-term relationships with landowners and partners
• Track relationship developments in Salesforce and ClickUp by adding contacts, creating accounts, and updating notes

Board and Community Relations:
• Support board and community engagement in philanthropic initiatives
• Oversee philanthropy-related board portal submissions and ensure the board has all necessary materials for meetings and philanthropic activities

Additional Responsibilities:
• Exhibit exceptional leadership skills by setting achievable and stretch goals for yourself and your team
• Ensure ethical compliance with policies and procedures, financial standards, and legal requirements
• Assist with establishing budgets and fundraising objectives and analyzing results
• Maintain the highest level of discretion and confidentiality when handling highly sensitive information
• Monitor philanthropy-related expenses diligently to ensure optimal utilization of resources
• Record and acknowledge gifts promptly and accurately
• Generate comprehensive reports that provide context and transparency to fundraising activities
• Partner with other team members to develop compelling donor communications, marketing, and fundraising materials that inspire philanthropic giving
• Direct and coordinate the involvement of your team in the overall fundraising plan, fostering a culture of teamwork and shared success
• Work closely to develop and sustain Regional Advisory Councils to strengthen Conservation Florida’s presence and impact in the community

MINIMUM QUALIFICATIONS
• A proven and well-documented history of achieving success in annual, major, and planned giving, capital raising, or other relevant experience
• Bachelor’s degree in business, nonprofit, or related field along with 3-10 years or more of experience that meet the demands of the role
• Proficiency in principles, practices, and procedures of the relevant field, obtained through experience, coursework, or other training
• Familiarity with Office365 and fundraising database software, with a preference for Salesforce
• Willingness and ability to travel long distances, travel frequently, and occasionally work nonstandard and extended hours; including nights and weekends
• Possession of a valid Florida driver’s license and proof of insurance
Preferred:
• Expertise in current and emerging trends in philanthropic giving
• Proficient understanding of nonprofit management best practices, with experience working in a complex not-for-profit environment
• Familiarity with advanced gift planning concepts
• Strong passion for and dedication to land conservation
• Certified Fund Raising Executive (CFRE) or other fundraising certification is highly desirable

SKILLS AND ABILITIES
• Excellent time management skills and high degree of organization, careful attention to detail, and ability to prioritize and manage multiple projects and deadlines
• Exhibits both independent and collaborative work styles, showcasing flexibility and a willingness to undertake new tasks and special projects
• Experience working with remote and decentralized teams
• High energy and passion for land conservation
• Has a proven track record of successfully soliciting and closing six- and seven-figure gifts
• Excels at managing and tracking multiple prospects and donors while forging long-term relationships with philanthropists and foundations
• Possesses in-depth knowledge about nonprofit fundraising laws, tax benefits, and other regulations that impact charitable giving
• Has deep-rooted connections within Florida’s philanthropic communities and networks, with access to donors and prospects who possess a high giving capacity
• Enthusiasm for fundraising, which contributes to Conservation Florida’s culture of philanthropy
• Experience leading teams and individuals, utilizing project management tools, and keeping detailed records in a relational database
• Comfortable on camera and in-person, leading meetings, delivering presentations, and representing Conservation Florida as a spokesperson

HOW TO APPLY
• Apply online: https://forms.clickup.com/2374582/f/28exp-15907/Z5Z1BBAQWJGFC8SQE
• Contact info@conservationfla.org with any questions