

## **VACANCY ANNOUNCEMENT**

Girl Scouting is the largest organization for girls in the world. Our mission is to build girls of courage, confidence, and character who make the world a better place. Through activities in science and technology, business and economic literacy, and outdoor and environmental awareness, Girl Scouting provides girls with opportunities for fun and friendship while fostering the development of leadership skills and self-esteem.

Girl Scouts of South Carolina – Mountains to Midlands council is the largest organization serving girls in South Carolina. The council has a current membership of 11,800+ girls and 5,000+ volunteers and a staff of 54 (plus an additional 60+ seasonally). With an annual council budget of \$5 million, our service is currently supported through three administrative service centers, five camps, 4 out based offices, and 3 troop program sites.

The Fund Development Manager - Columbia provides professional expertise and support to the council's fund development efforts through the Board of Director's Development Committee, and other volunteer committees in executing goals and plans to meet the council's financial goals and objectives. Responsible for implementing and managing the fund development and stewardship process for individual gifts, upgrades, and retention, Emerald Circle, Alumnae, related events and recognitions.

## **ACCOUNTABILITIES**

With the responsibility for attracting new donors and stewarding retained donors, the Fund Development Manager will have the following key accountabilities:

- Retention and upgrades of individual gifts council wide.
- Direction and oversight of integrated Emerald Circle campaign
- Design and implementation of Alumnae strategy and appeals.
- Integration of stewardship plans.
- Insures that the council's strategies, goals, and tactical plans for all fund raising and brand activities and initiatives are met.
- Plans , manages, and implements fundraising campaigns and events through volunteer empowerment fundraising and cultivation initiatives.
- Seeks opportunities to promote the Girl Scout program and maintains/re-establishes relationships with current/past donors one on one as relevant to the stewardship plan.
- Implement the overall case for support and position information for all fund development initiatives.
- Provides professional expertise and direction in all aspects of fundraising to volunteer committees, and staff to promote the Girl Scout image and donor cultivation.
- Participates in establishing fund development plans, goals, and budgets.
- Must meet fund development goals while managing and implementing the annual plan, aggressively seeks new funding sources, build rapport with local leaders, and maintains relationships with current/past donors.
- Works with the CAO to develop goals for the fundraising plan and events schedule and manage assigned tasks.
- Plans, manages, and implements fundraising events in assigned region in partnership with community volunteers.
- Researches and builds relationships with potential donors, sponsors, and partner opportunities.
- Insures timely submission of information for donor acknowledgements and correspondence.



- Serves as a member of the advancement/marketing team, helps establish priorities, provides assistance with new projects and initiatives, and supports in introducing changes in the organization.
- Attends other meetings as appropriate with staff, volunteers, service centers, etc.
- Subscribes to tenets of the Girl Scout Promise and Law.
- Works productively with a diverse group of people.
- Develops and manages budgets and associated plans of work.
- Other related duties as required by supervisor.

### **QUALIFICATIONS**

- Four-year degree and 4 years of related years of experience.
- Excellent verbal and written communication skills, ability to make effective presentations and ability to interact effectively with staff and volunteers at all levels of the organization.
- Ability to work a flexible schedule, including some evening and weekends. Ability to travel as job requires.
- Proficiency of Microsoft Office Suite, internet and research applications, and database systems; working knowledge of Salesforce and Net Promoter desired.
- Must hold personal membership in the Girl Scout organization and subscribe to the tenets of the Girl Scout Promise and Law.
- Must have personal transportation and the ability to drive. Must possess a valid driver's license, maintain personal auto insurance which meets the council insurance company's requirement for coverage, and submit to drug test and background search.

### **COMPENSATION/BENEFITS**

The council offers a highly competitive compensation plan commensurate with the qualifications and experience of the individual selected. There is a comprehensive benefits package including generous time off, health, dental, life, STD, and LTD insurance options, 401K, Health Savings Account, and other attractive features. The position supports the entire council efforts and will travel throughout the jurisdiction with mileage and expense reimbursement provided. The incumbent will work from one of the three council service centers.

### **THE COMMUNITIES AND JURISDICTION SERVED**

The Girl Scouts of South Carolina – Mountains to Midlands, Inc. serves 22 counties in the central and western regions of South Carolina. From the Blue Ridge Mountains of the Upstate to the Sandhills of the Midlands, the jurisdiction is well regarded for a low cost of living, a center for automotive and international business, a variety of outdoor activities, and over 30 institutions for higher learning. The jurisdiction is supported by three Service Centers located in Columbia, the state capital, in Spartanburg, and in Greenville, the council's corporate headquarters.

### **HOW TO APPLY**

For consideration, please send your cover letter and resume along with salary history to:

Girl Scouts of South Carolina-Mountains to Midlands, Inc

Attn: Director, Human Resources

Five Independence Pointe, Suite 120

Greenville, SC 29615

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