

# JAMESON CAMP

## Development Director Job Description



**Type:** Full-time

**Salary:** \$55,000 - \$65,000 per year

**Supervisor:** Executive Director

**About Jameson Camp** Jameson Camp is a year-round 501c3 nonprofit camp and retreat center, whose mission is to empower youth by removing barriers to healthy and vibrant experiences in nature. We believe resiliency, compassion, integrity, and stewardship in the next generations are made possible with collective experiences in nature. Jameson Camp offers access to our 132-acre site in the heart of Indiana for young people, including those living with social, emotional, developmental, and behavioral health challenges. Our programming includes traditional day and overnight summer camp, specialty summer camps, and year-round environmental education. The Jameson Camp campus is also available for venue and cabin rentals throughout the year. Renting our facilities creates opportunities for community connection and positive public relations while generating revenue to support the maintenance and growth of facilities and grounds.

### Job Description

The Development Director is the leader of fundraising, grant-writing and development activities at Jameson. A key member of the leadership team, the Development Director collaborates with the Executive Director and staff to secure corporate, foundation, and individual donations. This position is also responsible for generating public awareness and financial support through public relations, marketing, special events, and volunteer management. The Development Director must aid in the growth of Jameson Camp's impact and maximize profitability and profile.

### As designer of development strategies:

- Research, develop, and execute annual fundraising strategies.
- Generate new ideas that increase revenue and donor loyalty.
- Report fundraising and campaign progress to the Executive Director and Board of Directors.
- Oversee the creation and implementation of an annual development budget, grants calendar, and events calendar.
- Support existing and new donors in accomplishing their philanthropic goals through a relationship with our organization.
- Collaborate with the leadership team to develop, execute, and evolve a Strategic Plan.

### As organizer of development activities:

- Nurture long-term relationships with existing donors.
- Identify and build relationships with new and prospective donors.
- Administer signature fundraising and donor stewardship events.
- Steward and grow a comprehensive network of corporation and foundation partners.
- Make direct, face-to-face solicitations.
- Steer all aspects of grant-writing initiatives from cultivation, application, execution, and reporting.
- Manage systems and software to track and cultivate donors and prospects, including a donor database and wealth screening tools.
- Recruit, train, and support key volunteers to assist in advancement efforts.
- Communicate fundraising goals to staff and collaborate with the team to achieve them.
- Identify development staffing needs, interview candidates, and onboard, train, and oversee highly qualified personnel.
- And other duties as assigned.



**You will be successful in this role if you have:**

- Excellent written, verbal, and interpersonal skills.
- Time management and flexibility with job duties.
- Fundraising software and tools expertise.
- Creative, self-starter attitude.
- Donor and volunteer service mentality.
- Organized and inspiring team leadership.
- Ability to travel and work occasional evenings and weekends.

**Qualifications**

Four-year degree required.

Proven track-record of grant writing accomplishments.

Four years fundraising and leadership experience required.

Financial competency, experience with Bloomerang, graduate degree or CFRE preferred.

Selected candidate must undergo a criminal background check.

**To Apply:** please send a cover letter and resume to [david@jamesoncamp.org](mailto:david@jamesoncamp.org)