



Director of Advancement Vacancy Announcement

The Sarcoma Foundation of America (SFA) seeks a proven fundraiser and leader to serve as the next Director of Advancement. The Director of Advancement reports to the CEO and directs the organization's fundraising and supporter engagement efforts. The primary objectives of the Director of Advancement position are to engage current and new supporters, increase financial investment in SFA's mission, build an increasingly strong and diverse network of stakeholders, and drive broader awareness on issues related to sarcoma and the work of SFA.

As the chief fundraiser for SFA, the Director of Advancement visits and stewards donors, partners, and prospects across the country and publicly represents SFA as an extension of SFA's executive office. The Director will develop and carry out a robust development plan that includes revenue from a diverse mix of individual, corporate, foundation, and event sources.

RESPONSIBILITIES

- With a primary focus on donor strategy, the Director of Advancement leads the advancement team in development, communication, and brand management.
- Design and implement a robust development strategy that maintains and broadens the organization's financial support from individuals, foundations, and corporations.
- Assume a leadership role in identifying, cultivating, and soliciting new major gifts, personally cultivating and soliciting donors as appropriate.
- Leads an advancement team to set and achieve annual and long-range fundraising goals, measuring progress throughout the year to ensure success.
- Cultivate, expand, and communicate with the Board of Directors, in partnership with the CEO, to further engage their support of SFA's mission.
- Delegates and oversees creation of donor-related materials, including print and electronic appeals, stewardship communication, direct mail pieces, written and verbal proposals, and event sponsorship documents.
- Collaborates with the CEO to coordinate baseline annual fundraising targets with organizational strategic objectives and budget.
- Collaborates with program staff to support funding needs and priorities.

QUALIFICATIONS

- Bachelor's Degree (master's degree preferred) and at least 10 years of progressive experience leading effective development programs encompassing the full range of development strategies.

- Strategic understanding and experience with various development campaign activities, including direct mail, proposal and grant development, annual fund and planned giving, direct solicitations, cause-related marketing, leveraging fundraising databases and support systems for donor segmentation, research, and volunteer management.
- Personal track record of success in reaching and exceeding fundraising goals.
- Exceptional interpersonal skills and the ability to develop relationships of trust and respect with development staff, colleagues, volunteers, and donors.
- Commitment to building a welcoming, inclusive, and equitable community where everyone can thrive.
- Proven ability to establish objectives, set performance standards, organize and motivate a team to achieve goals.
- Experience hiring, mentoring, and retaining staff.
- Superb written and verbal communication and interpersonal skills.
- Strong analytical skills based on intellectual depth with the ability to regularly exercise good judgment.
- Travel required.

Supervisory Responsibilities

The Director supervises the Development Manager and the Senior Manager of Database Administration.

This position is exempt/full-time. The staff works primarily remotely; however, some staff travel to the office infrequently. This position can be fully remote. SFA's office is in Montgomery County, Maryland, outside Washington, DC.

Please email your resume and cover letter with salary requirements to hr@curesarcoma.org with the subject line, "Director of Advancement". **Resumes will not be accepted without a cover letter or email.** No phone calls, please. SFA is an equal-opportunity employer and accepts applications from all.