



National **Benevolent** Association of the Christian Church (Disciples of Christ)

Associate Vice President of Development

ABOUT NBA

National Benevolent Association (NBA) is the health and social services general ministry of the [Christian Church \(Disciples of Christ\)](#). NBA collaborates with leaders and with health and social service organizations to strengthen and transform communities through compassion, healing, and justice. Since NBA's founding over 130 years ago, outreach focus has been with older adults, people with disabilities, and at-risk children and youth. Today, NBA expands its reach to accompany all in all walks of life.

The Christian Church (Disciples of Christ) is a mainline Protestant denomination with a heritage of compassion and care for all people. As the oldest denomination founded in the United States, it counts around 700,000 members in the United States and Canada in 3,700 congregations.

NBA provides education, companionship, inspiration, and resources for organizational and leadership development for Disciples-affiliated health and social service organizations. All work with partners is grounded in the historic mission of justice and advocacy. NBA accompanies entrepreneurs in the growth, impact, and sustainability of innovative faith-rooted social enterprises. To established organizations, NBA offers supports such as coaching, executive search consulting, accounting, and networking opportunities. NBA offers education, companionship, inspiration, and resources to strengthen Disciples leaders committed to justice work through Peer Learning & Wellness Groups, continuing education, mental health and wellness tools, and more. NBA nurtures community engagement strategies with partner leaders and organizations to transform the root causes of social injustice.

Key Facts

- \$3.1 million annual budget
- 21 Staff
- \$222k raised in new gifts and pledges in FY 2020, with capacity to grow.
- 56% new donors in FY 2020

Mission

Following God's call, the National Benevolent Association exists to inspire and connect the people and ministries of the Christian Church (Disciples of Christ), to accompany one another in the creation of communities of compassion and care, and to advocate for the well-being of humanity.

Visit



THE POSITION

The Associate Vice President of Development (AVP of Development) conceives and implements strategies designed to realize the NBA's philanthropic goals through an overall comprehensive development strategy that includes major gifts, annual fundraising, endowed and legacy gifts, and grants and foundations. In collaboration with development leadership, the AVP of Development provides guidance and oversight for designing and implementing recognition strategies, creates platforms that build and retain donor loyalty and commitment, and inspires continued philanthropic giving to the organization. This position reports directly to the Vice President of Development and Marketing, and as the development team grows, this position will supervise both independent contractors and new staff members.

This tenacious, mission-focused development leader will bring an understanding of, and commitment to, a faith-affiliated nonprofit that values equity and race-justice systemic approaches in addressing and collaborating around health and social service issues. As a nonprofit serving in the U.S. and Canada, NBA seeks to accompany and partner with diverse communities and stakeholders; intersectionality and cross-cultural communications are highly valued. The AVP of Development is expected to lead by building collaborative partnerships, and with demonstrated ability to create an organizational culture with a strong team orientation, a high tolerance for ambiguity, the ability to adapt quickly to change, and effectively within NBA's stated commitment to diversity, equity, and inclusion.

NBA's main office is located in St. Louis, MO; however, this position is deployed, and the AVP of Development can reside in a city with a major airport.

MAJOR OBJECTIVES

Within the first 12 to 18 months, the Associate Vice President of Development will achieve the following:

- Develop an understanding of NBA's development and programmatic goals, including the faith affiliated ecosystem and refine its case for support.
- Energize, inspire, and grow an increasingly larger base of major donors and prospects that support the mission of NBA and maximize funding potential.
- Conceive and implement a comprehensive development strategy.

RESPONSIBILITIES

The Associate Vice President of Development will have the following primary responsibilities:

DONOR DEVELOPMENT

- Collaborate with the President & CEO and VP of Development and Marketing to support and achieve NBA's fundraising strategies for long term growth and sustainability of the organization.



- Demonstrate comfort engaging with and securing six-figure gifts from donors inclusive of individuals, foundations, and corporations.
- Design and implement, in partnership with the development team, an annual fundraising strategy to achieve budget goals encompassing annual fund, major gifts from individual and institutional donors, special campaigns, and planned giving. Establish metrics by which to evaluate NBA's progress toward aggressive growth goals.
- Implement relationship management best practices; personally, manage a portfolio of 150 major gift prospects primarily consisting of individuals, but also foundations.
- Support NBA's development strategy with research and proposal creation for prospective donors, foundations, and grants.
- Work with marketing to design messaging and communications, including direct mail for giving levels/societies and campaign-related activities that support the cultivation of current and prospective donors.
- Build an organization-wide culture of philanthropy at NBA by engaging key internal stakeholders and staff in fundraising activities.
- Analyze giving trends and consult with the development team to steward donors who support the annual fund, major gifts, and special campaigns.

DEVELOPMENT MANAGEMENT

- Oversee donor recognition process that includes meeting donor intent.
- Oversight and management of donor development database.
- Partner with development and marketing staff to refine and create NBA's philanthropic case for support to be employed in a variety of formats.
- Provide briefings, reports, and other high-level correspondence related to development and donor relations.
- Manage and adhere to allocated budgets related to development.

ORGANIZATIONAL LEADERSHIP

- Collaborate with the VP of Development and Marketing to implement and integrate systems for cross-team cooperation and communication across the organization.
- Leads, as appropriate, organization-wide teams and specific tasks, particularly when there is opportunity to highlight philanthropic opportunities.
- Create efficiencies and standards for staff to access and use across NBA.
- Represent the organization in various settings across the Christian Church (Disciples of Christ) in attending meetings and events.



- Support the increased visibility of NBA as an institution for charitable giving among members of the Christian Church (Disciples of Christ) and additional audiences of support.
- Serve as resource for the Board of Trustees Development and Marketing Committee, including working with the VP of Development and Marketing to bring forward business items.
- Serve as resource to the wider NBA network of partners and partner organizations around best practices in donor development and fundraising.

QUALIFICATIONS

The ideal Associate Vice President of Development will bring most of the following qualifications:

- A minimum of eight years of proven success creating and managing a diverse fundraising portfolio and at least five years of direct major gifts experience.
- Articulate and persuasive communicator, both in speaking and writing, with a disposition of active listening; comfort receiving input from many sources, and able to act on information to develop increased support.
- Attention to detail, flexibility, and self-starter with a high degree of autonomy and accountability.
- Ability to maintain confidentiality of donor information and a finely tuned sense of discretion.
- Exemplify project management skills, including clear understanding of tactical fundraising systems (e.g. prospect tracking, scheduling, contact management maintenance, etc.).
- A demonstrated commitment to social justice and advocacy work, including experience working with persons from diverse cultural, social, and ethnic backgrounds including those within the disability community. The ability to appreciate historical contexts, discern nuances of relationships and power dynamics, understand racial/ethnic realities, and respect community needs and desires is important.
- An optimistic outlook and the humor, integrity, and patience necessary to work within a transformative environment.
- Knowledge of and commitment to the mission, values, and goals of NBA and knowledge and understanding of the Christian Church (Disciples of Christ) denomination, and the covenantal relationship with NBA.
- Comprehensive experience with donor tracking database (NBA uses Raiser's Edge).
- Experience and/or willingness to work in an organization with a decentralized and distributed workforce with the flexibility of working from home, NBA's St. Louis office, or while traveling on donor/prospect visits.
- An ability to travel 10-15 days per month as necessary.



APPLICATION

To be considered for this opportunity, please send a letter of interest and resume to:

Alexandra Catuara

Associate Consultant, Executive Search

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(312) 506-0060 direct

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National Benevolent Association is an equal opportunity employer.



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