



Position

Development Director, First Tee – Coachella Valley

Organization

The Development Director (DD) will be an employee of Landmark Golf LP, who is the contracted management company for the First Tee – Coachella (“FTCV”), a program of the Desert Recreation District (“DRD”).

FTCV has been creating experiences that build character to empower kids through a lifetime of new challenges and continuous personal growth. By seamlessly integrating the game of golf with a life skills curriculum, FTCV creates active learning experiences that build inner strength, self-confidence, and resilience that kids can carry to everything they do. These character education programs are currently offered at ten (10) golf courses, 25 schools, and 4 youth centers in the Coachella Valley.

Position Summary

The DD will be primarily responsible for planning, organizing, and directing all FTCV fundraising including, the major gifts program, annual fund, planned giving, special events, and capital campaigns.

The DD will report to the Executive Director (“ED”) and will work closely with Board of Directors (“Board”) in all development and fundraising endeavors.

The DD will be a highly visible member of the community, representing FTCV throughout the service area. S/he will embody the First Tee’s strong commitment to its youth and will promote the organization throughout the community.

Key Criteria for success of the role include:

- Achieving strong fundraising success through a robust development program, including expanded engagement with individuals, corporations and foundations.

Responsibilities

- By working closely with the ED and Board to identify, cultivate, solicit, and steward contributed revenues to support the organization while also activating key partners and volunteers to provide meaningful assistance.
- Establish revenue goals tied to strategic priorities and share quantitative progress assessments.
- Creative, donor-centric stewardship is to be complemented by relationship and mission-based acquisition of new donors of all levels, including major donors with the capacity to retain major gifts.
- Meet prospective donors and supporters on a continual basis to establish effective communications with them.
- Grow a major gifts program including identification, cultivation and solicitation of major donors.
- Oversee grant seeking including research, proposal writing, and reporting requirements.
- Build the planned giving program with a focus on deferred gifts such as bequest expectancies.
- Direct the annual fund program, including mailings and annual fundraising drives.
- Direct capital campaigns and other major fundraising drives.
- Coordinate fund raising special events.
- Oversee prospective research.
- Make public appearances/accept speaking engagements to share information about FTCV with the community.
- Participate in Board Development Committee meetings.
- Oversee fundraising database and tracking systems.
- Supervise and collaborate with other fundraising staff.
- Oversee creation of publications to support fund raising activities.
- Maintain gift recognition programs.
- Demonstrate professional conduct at all times.
- *Other duties as assigned by the ED.*

Qualifications

- Commitment and passion for the mission and purpose of FTCV.
- Three (3) years of successful fundraising experience.
- Adherence to the standards of conduct and involvement established by First Tee.
- Exceptional communication, interpersonal relations and organizational skills.
- Charismatic, personable, and motivational in working with youth and volunteers.
- Ability to travel to meet with prospects and donors.
- Exceptional time management skills and ability to multi-task.

To Apply

Please submit a cover letter detailing your experience related to Responsibilities & Qualifications, along with your resume to kwinn@ftcv.org.

Closing date for this position is October 15, 2023. FTCV has the right to accelerate or extend the closing date of this position at any time.

Salary Range and Job Type

Compensation will be commensurate with experience including base salary and competitive benefits package including Medical, Dental and Vision Insurance. Salary Range: \$75,000-\$85,000

Full Time, Exempt

Equal

Employment

Opportunity

Statement:

Landmark Golf LP is an equal opportunity employer, valuing diversity, and inclusion. Our policy is to comply with all federal and/or state laws regarding equal employment opportunity as they relate to employees and applicants for employment. Accordingly, personnel decisions are made without regard to race, creed, color, religion, national origin, age, sex, disability, marital status, sexual preference or veteran status.

