



Become our next Director of Philanthropy

About Mojave Desert Land Trust

The Mojave Desert Land Trust (MDLT) is a 501(c) (3) non-profit organization. Our mission is to protect the Mojave and Colorado Desert ecosystems and their natural, scenic, and cultural resource values. Our service area spans nearly 26 million acres. Since 2006 we have secured permanent and lasting protection for over 120,000 acres.

MDLT is at an important inflection point. We are striving to meet significant environmental challenges in the desert with bold action to protect and restore land for the wildlife and people who call it home.

About our Team

We are a team of highly motivated and passionate people who care deeply about our mission and one another. At MDLT, we believe in and support workplace diversity, equity, inclusion and belonging. It is our belief that a diverse and inclusive workforce leads to better discussions, decisions, and outcomes for everyone. In recruiting for our team, we welcome the unique contributions that you can bring in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expression, nation of origin, age, languages spoken, veteran's status, color, religion, disability, sexual orientation, and beliefs. If you have the skills, the passion to make an impact, and enjoy an enthusiastic work environment where differences of opinion and diverse backgrounds are respected and welcomed, then we want to hear from you!

Job Summary

The Director of Philanthropy serves as the principal fundraising officer for MDLT. This position is responsible for the oversight, planning and implementation of a comprehensive fundraising program that secures significant financial resources from individuals, foundations, businesses, government entities and others to support MDLT's strategic plan. This position is responsible for management of the staff and workflow of the Philanthropy Department, including gift solicitation, processing and acknowledgement, supporter/donor analysis, membership program implementation, planned giving, philanthropy communication strategies, and special events implementation.

Reports To

This is a senior level management position reporting to the Joint Executive Director.

Responsibilities

Planning and Strategy

- Develop long-term strategic and implementation plans to meet and increase annual fundraising revenue goals by 15% + annually.

Fundraising

- Develop a major gifts program and manage a portfolio of qualified major donors and foundations with the goal of significantly increasing revenue from private donors and foundations.
- Cultivate major gift prospects, investing the necessary time and energy to build relationships designed to understand the donor/prospect goals with the expressed purpose of alignment with mission and objectives. Solicit major gift prospects. Move prospective major donors along the donor pipeline ready to receive appropriate ask(s) based upon donor intent and interest.
- Work with event planners, board and staff to strategize and carry out fundraising events and/or include fundraising strategies in MDLT events.
- Oversee annual, planned giving and other department initiatives.
- Oversee business sponsorship and percentage of sales programs and cultivate new business relationships.
- Work with the communications department to develop and write regular updates for supporter publications, annual reports, and other donor acknowledgement collateral.
- Adhere to the highest ethical standards; demonstrates empathetic disposition and perseverance; reflect optimistic and positive attitude and convey sensitivity to the needs of donors.

Leadership and Management

- Serve as the primary liaison between the philanthropy department and MDLT leadership, continually ensuring a culture of philanthropy within the organization.
- Lead, support, coach and supervise philanthropy department staff currently consisting of a Major Gifts Officer and a Donor Relations Manager. Work closely with the Grant Strategist in foundation solicitations.

General Responsibilities

- Generate and oversee day-to-day management of departmental budget; providing detailed reports of contributed income, forecasting weekly and monthly income.
- Remain informed on legal requirements pertaining to non-profit fundraising, tax benefits, and other regulations that affect charitable giving.
- Other duties as assigned.

Qualifications

Any combination of education and experience which would likely provide the necessary knowledge and abilities may be qualifying. A typical way to obtain the required knowledge and abilities would include the following:

Experience:

- A minimum of five years' work experience in fundraising and fund development for non-profits.
- Connections to and experience working with major donors and private foundations, especially in the environmental sector.

- Management experience, including the ability to motivate, lead, set objectives and manage the performance of multiple staff members.
- Proven success in asking for and closing major gifts (\$50k+).
- Proven success in building and maintaining long-term relationships with major individual donors, foundations, and corporations.

Education and/or Training:

- B.A./B.S. preferred with an emphasis or concentration in business, marketing, public relations or related field.

Certificates, Licenses, Registration:

- Must possess and maintain in good standing a valid California Class C Driver's License.
- Certified Fundraising Executive (CFRE) certification preferred.

Knowledge, Skills, and Abilities

- Expert knowledge of current and evolving trends in major gifts giving and solicitation.
- Expertise on legacy/planned giving and educating donors on the basics of their options.
- Excellent verbal and written communication skills, with proven experience in creating persuasive and compelling cases for support.
- Aptitude for tracking and moving prospective donors through a pipeline, from identification to cultivation to solicitation and stewardship.
- Knowledge of fundamental principles of accounting and finance.
- Ability to perform philanthropy activities with discretion, integrity, and confidentiality.
- Ability to communicate effectively, courteously, and professionally with a variety of individuals representing the public, board members, and donors.
- Computer proficiency and demonstrated ability to learn new systems:
 - Microsoft Office Suite, Word, Excel, PowerPoint, Outlook, and SharePoint.
 - Experience with email marketing automation.
 - Experience with a CRM database required, experience using the EveryAction CRM system, preferred.
 - Experience with Wealth Engine preferred.
- Strong organizational skills and an attention to detail.
- Demonstrated ability to work collaboratively on a team and to build and maintain positive relationships with all levels of the organization.
- Ability to balance competing priorities, complex situations, and tight deadlines.

Why our employees love working at MDLT

MDLT is the type of organization where you can balance great work with great life. Every day we go to work filled with passion to be excellent, to creatively problem solve and to innovate.

We offer a competitive base salary (\$88 to \$95K) with annual cash bonuses based on performance. We also offer an excellent benefit package including:

- Medical, Dental and Vision Insurance Benefits
- 401(k) Retirement Savings Plan with a generous company match

- Generous paid time off – extensive vacation, holidays, administrative time, personal time, and sick time - (additional paid holiday break between Christmas Eve and New Year’s Day)
- Flexible work schedule
- Teleworking/Cell Phone Stipend
- Flexible Savings Account (FSA) Pre-tax savings for medical expenses not covered by insurance
- Dependent Care Savings Account Pre-tax savings for childcare services

Location

This position is eligible for remote working, although availability for occasional (approximately monthly) in-person meetings and events in Joshua Tree is required. If preferred, this position includes a private office at MDLT headquarters in Joshua Tree. The ideal candidate would reside in Joshua Tree or the greater southern California region.

How to Apply

Please email Lani Brown, Director of Operations & Human Resources (lani@MDLT.org). **Include a thoughtful cover letter addressing your reasons for interest and how your experience prepares you for this position as well as a current resume. Please include at least three professional references with contact information.** All applications are held in confidence; references will not be contacted until later in the search process with the candidate’s prior knowledge. Review of applications will begin immediately and will continue until the successful candidate is selected.

