

**Position: Philanthropy Director****Reports to:** Executive Director**Position Type:** Full-time, salaried**Location:** Montpelier, VT – an office/work-from-home hybrid system**Hiring Salary:** \$98,500

Northeast Wilderness Trust's (NEWT) mission is to conserve forever-wild landscapes for Nature and people. We safeguard more than 79,000 wild acres across New York, Vermont, New Hampshire, Maine, Massachusetts, and Connecticut. We are the only regional land trust focused exclusively on rewilding through forever-wild conservation. Northeast Wilderness Trust has a supportive organizational culture and is committed to a just and equitable world and workplace.

As Philanthropy Director, you will be responsible for leading all aspects of fundraising and donor engagement efforts including the major gifts program, planned giving, annual operating fund, land protection, monthly donor program, and managing the philanthropy team (Team Hermit Thrush). You will also co-lead the communications and philanthropy team (Team Marten) that integrates fundraising into a year-long calendar of fundraising, communications, and outreach activities.

What You Will Do:*Individual Donor Engagement:*

- Develop and implement strong relationships with donors and donor prospects that results in philanthropic support, with an emphasis on major donors;
- Maintain a portfolio of major donors;
- Develop and maintain an annual calendar of donor and foundation engagement in coordination with Executive Director;
- Work with Philanthropy Team to set annual targets and strategies for growing monthly donor program, “Forever-Wild Circle.”

Foundation and Grants Support:

- Maintain portfolio of foundation partnerships, with the Executive Director and Grants Manager and cultivate new strategic foundation relationships;
- Develop and maintain strong relationships with philanthropic advisors and managers of Donor Advised Funds;
- Support Grants Manager in grant writing efforts across all programs and assist with writing.

Land Protection Fundraising:

- Work closely with the Executive Director to develop and execute fundraising strategies for all land protection projects;
- Work closely with the philanthropy team to execute the full range of fundraising activities for each land protection project.

Planned Giving:

- Research, develop and deploy strategy to increase planned giving program, “Ancient Forest Society;”
- Maintain portfolio of “Ancient Forest Society” members.

Strategy, Management, and Planning:

- Create and implement annual operating fund and land protection-based fundraising objectives to ensure fundraising expectations are met or exceeded;
- Ensure that messages of philanthropy are woven throughout all aspects of the organization and interactions with every constituent and that staff are trained and supported in conveying these;
- Develop and monitor the analytic and reporting tools necessary to maintain an informative prospect pipeline that relates directly to the goals and targets;
- Train, supervise, and mentor the Grants Manager and Donor Impact Coordinator;
- Oversee management of all fundraising tools including CRM, wealth screening, and grant tracking, etc.;
- Support the Development Committee of the Board of Directors to achieve annual fundraising targets by coordinating board fundraising activities with the Committee Chair and maximizing Board's philanthropic impact;
- Generate quarterly Board of Directors philanthropy reports and track metrics on all development and fundraising activities;
- Participate in building, strengthening, and monitoring the impact of NEWT's work.

What You Will Bring:

- A passionate commitment to wilderness and biodiversity conservation;
- An understanding of wilderness conservation in the context of the Northeast US;
- At least seven years of fundraising experience, preferably in the conservation sector, including major gifts, foundations, and donor cultivation;
- An "all-hands-on-deck" work ethic to further the mission of Northeast Wilderness Trust;
- Experience with donor management databases and fundraising software such as DonorSnap and Grantseeker;
- Excellent verbal and written communication skills, especially on topics related to conservation and wilderness;
- Excellent interpersonal skills to work effectively with a variety of staff, donors, and external partners;
- Exceptional organizational and time management skills;
- Ability to thrive in a fast-paced and team-oriented work office environment;
- Ability to manage multiple projects simultaneously;
- Creativity and attention to detail/ability to write and edit content;
- Proficiency in Microsoft Office;
- Willingness to work outside of your job description and work collaboratively with the team on changing priorities and a variety of projects simultaneously.

Benefits:

Northeast Wilderness Trust offers competitive and progressive benefits including: medical, dental and vision insurance; 401k retirement plan with 4% employer match, life insurance, generous paid time off, parental leave, flexible scheduling; and sabbatical leave. A moving stipend is available.

How to Apply:

Interested candidates should submit a cover letter and resume with three professional references as a single combined PDF to jobs@newildernesstrust.org with the subject "Philanthropy Director." Application October 20, 2023 with review and interviews happening on a rolling basis.

Northeast Wilderness Trust is an Equal Opportunity Employer dedicated to diversity, equity, and inclusion. We recognize that diverse teams make the strongest teams and we encourage people from all backgrounds to apply.