

HIMALAYAN CATARACT PROJECT

TITLE: Managing Director, Development

REPORTS TO: Chief Development Officer

LOCATION: Waterbury, Vermont

ORGANIZATIONAL PROFILE:

Himalayan Cataract Project (HCP | CureBlindness) works to provide critical eye care services, training for health professionals, and enhanced eye care infrastructure throughout the Asia and Sub-Saharan Africa where lack of access to eye care results in unnecessary blindness. Working with local partners, HCP serves more than 1 million people annually through screening and treatment and provides over 100,000 surgeries, with an annual budget of \$13.1 million. HCP has offices in Vermont and in the Washington, DC metro area. Learn more at www.cureblindness.org

This is an exciting time for the Himalayan Cataract Project. With increased exposure and visibility (MacArthur Foundation 100&Change Semi-Finalist and April 2017 60 Minutes feature), we are expanding our team to meet new challenges, scale our work, and broaden our reach. We are seeking individuals with an aptitude for operating in growth environments with interest and/or experience in scaling systems.

SCOPE OF WORK:

Reporting to the Chief Development Officer (CDO), the Managing Director, Development is the second-in-command of the Development department, responsible for raising and managing philanthropy that is critical to the mission, growth and innovative work of HCP. The Managing Director will work alongside the CDO to set and achieve fundraising goals, manage the Institutional Giving Officer, Deputy Director of Development – Individual Gifts, and Major Gifts Officers, manage a portfolio of individual and institutional donors and prospects, establish relationships with private donors, foundation leadership, program officers, corporate and government funders, create systems and processes to reach our annual fundraising goals, and implement, manage, and analyze giving strategies. The successful applicant will have a strong understanding of the philanthropic landscape surrounding international nonprofits, and be a proven and experienced team leader, coach and mentor.

ESSENTIAL JOB FUNCTIONS:

- Lead the institutional and individual giving teams in the enhancement and expansion of the prospect pipeline, collaborating with the CDO, and other leadership and colleagues
- Manage and grow a targeted portfolio of major individual and institutional funders giving
- Assist the CDO in updating and implementing a strategic fundraising plan and develop the annual development budget and revenue projections; prepare Development reports for presentation to leadership and Board
- Design tactics and long-term engagement strategy to deepen donor commitment, increase giving, broaden the donor base, and manage stewardship of HCP's philanthropy
- Institute systems, utilizing the skillsets of our research and database managers, that will create efficiencies within the team

- Work with leadership and program staff to help develop fundraising strategies around emerging organizational projects and priorities
- Create strategic correspondence, including solicitations, cultivation pieces, proposals, reports and other stewardship materials, to engage high value donors and prospects
- Provide overall project management support for the CDO and perform other duties as assigned

Other Responsibilities

All employees are expected to work as a team and to contribute to any activity that could promote the success of the organization.

QUALIFICATIONS:

- Bachelor's degree required; graduated degree preferred
- Minimum of ten years' experience in fundraising, including at least three years' experience managing a team
- Proven track record of raising funds from diverse sources, including major gifts from individuals, foundations, corporations and government agencies
- Experience in donor cultivation and solicitation, grant writing, contracts management, and database management
- Demonstrated commitment to accountability, measuring outcomes and a results-oriented culture
- Superior analytical and communication skills (written and verbal)
- Strong interpersonal, supervision, administration and management skills
- Ability to handle and prioritize multiple tasks while maintaining attention to detail
- Proficiency in Microsoft Office and Raiser's Edge, or similar database
- Familiarity with donor tracking systems
- Ability to work with diverse groups of people
- Sound judgment, professionalism, a positive attitude and a sense of humor
- Resourcefulness, creativity and strong problem-solving skills

WORKING WITH HCP:

Himalayan Cataract Project is a high-energy and fast-paced organization. We work to change eye care in the developing world with a firm commitment to eradicating unnecessary blindness and reaching the unreachable patient. We are a small team where everyone plays an important role and has an impact. We hire individuals who are professional, collaborative and creative thinkers with a passion for our mission.

To Apply

We invite qualified candidates to submit a resume and cover letter. Please send materials via email to: jobs@cureblindness.org

Himalayan Cataract Project considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.