

Chief Development Officer
Connecticut Fund for the Environment/Save the Sound
<http://ctenvironment.org>

Do you have a passion for the environment? Would you like an opportunity to connect with donors who have an interest in our mission to protect and improve the land, air and water of Connecticut and Long Island Sound? If so, you may be the ideal candidate for the Chief Development Officer position opening at our region's pre-eminent environmental non-profit organization. Connecticut Fund for the Environment/Save the Sound is seeking a senior fundraising professional to continue our proven record in major gift development and provide strong leadership to its solid philanthropic program.

Our organization employs a wide range of tools, including community engagement, advocacy, and policy, science and legal expertise to develop and implement river and coastal restoration projects, protect critical lands, fight climate change and restore and protect Long Island Sound and its rivers.

For four decades our staff's sustained advocacy campaigns, tenacious legal work and engineered projects have proven highly effective in:

- Saving forests, wetlands and fragile coastal areas from unwise development.
- Monitoring, identifying and stopping water pollution so our beaches, rivers and Sound are healthy and clean.
- Restoring rivers and marshes in many places across the Sound.
- Enacting laws and policies that help Connecticut lead the way to a clean energy future that is safe from climate change.
- Engaging thousands of citizens every year in cleaning up 60 miles of coastline.

The Opportunity: Chief Development Officer

The Chief Development Officer (CDO) will have two major responsibilities. First, to manage a motivated team of seven development professionals s/he will lead a staff already successful with foundation and government grants, individual donor solicitation and stewardship, and our newly expanded membership and events programs. Second, the CDO will lead our major gifts individual giving program. It is expected that at least half of the time for this position will be dedicated to external major gifts donor activities. Additional responsibilities include leadership of, and support to, the Board of Directors' Development Committee and working with Communications staff on marketing and communications efforts as appropriate.

Reporting directly to the President, the selected individual will serve on the executive team of Connecticut Fund for the Environment/Save the Sound, which meets regularly to discuss both operating and strategic matters. In addition, s/he will directly supervise three staff positions (Director of Individual Giving, Director of Member Engagement, and Director of Grants). S/he

will be expected to develop and administer the departmental budget and provide staff leadership to the development team members. The current development team brings experience and demonstrated results, and is eager to work with a new leader to help grow the organization's philanthropy.

The Position's Performance Objectives

Leadership and Major Donor Cultivation Objectives

- Identify, cultivate, solicit, close and steward major gifts prospects (\$25,000 and higher).
- Maintain and further cultivate current key donor relationships.
- Create and implement major gifts and campaigns, concurrent with growing the annual fund to meet increased operating needs.
- Support and position the President with appropriate donors, strategically involving him in the process.
- Establish development team goals and objectives.
- Lead, motivate, and support the Development Committee in measuring, adjusting and meeting those goals.
- Establish and maintain strong relationships with Board members, donors, prospects, the philanthropic community, and other relevant constituency groups.
- Manage and communicate overall knowledge and tracking of each prospect/donor and their progress toward solicitation.

Supervisory and Management Objectives

- Oversee an annual development planning process, including budgeting, which incorporates a three-year forecast of progress as well as comparison with previous years' results.
- Identify and implement new development programs that are donor-centered and support Connecticut Fund for the Environment's mission and vision.
- Coordinate and supervise all ongoing development activities including large individual contributions (\$1,000-25,000); our expanded membership and events programs; foundation, government and corporate relations and grants; planned giving; prospect research; and other activities. Continually develop and implement creative programs for giving to Connecticut Fund for the Environment.
- Monitor, evaluate and counsel departmental personnel regarding their performance on a consistent and regular basis between formal evaluations.
- Provide leadership to the launch and successful implementation of programs to support large individual contributions (\$1 – 25,000).
- Create and model a strong sense of professional pride and a positive work attitude and ethic in the development department.
- Ensure that all development staff work collegially and respectfully with each other and all Connecticut Fund for the Environment employees, and that they provide respectful and timely support for volunteers, including Board and committee members.
- Actively promote growth and development of staff, including opportunities to learn new skills and advance both personally and professionally.
- Ensure utilization of best practices and policies for smooth development operations
- Supervise and mentor development staff, ensuring their continued growth, along with the

growth of Connecticut Fund for the Environment.

Organization Management Objectives

- Promote a culture of philanthropy within the executive team and throughout the organization.
- Provide input and strategic guidance to the President, as part of the executive team, on the direction and objectives of the organization (including, but not limited to, finances, strategic planning, program development and effectiveness, marketing, board development, etc.).
- Oversee consistent weekly, monthly and quarterly reports of fundraising progress communicating the goals and strategies of the overall development efforts.
- Help shape and articulate the core programs of Connecticut Fund for the Environment from a perspective that strategically integrates philanthropy in the daily work of the organization.
- Facilitate education and communication within the organization (including Board and staff) regarding development activities and needs.
- Attend management team meetings; prepare meeting materials as needed.
- Communicate between meetings with appropriate follow up and information.
- Perform administrative tasks including performance reviews and purchase orders in a timely manner.

The Qualified Candidate

Connecticut Fund for the Environment/Save the Sound seeks an exceptional development professional who is passionate about its mission and will champion its environmentally-focused cause to inspire confidence and develop opportunities for donors and activists to come together. The ideal candidate will have a keen understanding of what motivates others and strong background in major donor fundraising, building strong relationships, growing and managing a significant and expanding portfolio of foundation and government grants, and achieving fundraising goals.

Other requirements include:

- Bachelor's Degree
- Minimum 6-10 years successful experience in fundraising with demonstrated results in major gifts
- Minimum three years in a supervisory/management capacity.
- Experience working closely with volunteer board, major donors and community leaders
- Ability to develop and monitor budgets as well as giving trends
- Excellent written, verbal and interpersonal skills; ability to manage multi-person staff and work independently as well as part of a team
- Excellent organizational skills; proven ability to multitask, prioritize, and manage deadlines

The Organization

Connecticut Fund for the Environment/Save the Sound is a New Haven-based environmental non-profit dedicated to protecting, improving, and restoring the natural resources of Connecticut

and Long Island Sound. Connecticut Fund for the Environment (CFE) opened in 1978 with a focus on the legal aspects of environmental protection. In 2004, CFE merged with Save the Sound, which also had a three-decade history. Save the Sound is a leading program of CFE, focused on the restoration, protection, and appreciation of Long Island Sound. Over the past decade, Save the Sound has engaged hundreds of volunteers in monitoring water quality, and identified and stopped pollution using a data-driven approach that combines community advocacy and legal enforcement.

In 2017, CFE/Save the Sound is merging with Soundkeeper, another organization with a long history of protecting Long Island Sound. Launching a full time, boat-based Soundkeeper brings us a visible Long Island Sound presence to raise awareness, identify problems, inspire action and advocate for restoring and protecting the Sound to our leaders in Hartford, Albany and Washington, D.C.

With a budget of \$5 million, nearly 5,000 members, 15,000 online activists and a full- and part-time staff of 27, CFE/Save the Sound has offices in New Haven, CT and Mamaroneck, NY.

To Apply

To apply, candidates should submit their cover letter, resume and salary requirements jobs@ctenvironment.org. All inquiries will be held in strict confidence.

CFE/Save the Sound is an equal opportunity employer. We prohibit discrimination based on age, color, disability, marital or parental status, national origin, race, religion, sex, sexual orientation, gender identity, veteran status or any other legally protected status in accordance with applicable federal, state and local laws.