



## **CAREER OPPORTUNITY**

### **Director of Business Philanthropy**

#### ***About the Sacramento Region Community Foundation***

**Our Mission:** To lead, serve, and inspire enduring philanthropy for a just and vibrant Sacramento region.

**Our Vision:** A thriving, resilient region where generosity and collaboration create equitable opportunity.

As the capital region's leading provider of philanthropic services, the Foundation helps individuals, families, businesses, and nonprofits give back with confidence and purpose. We manage more than 800 charitable funds and over \$275 million in assets, with most funds endowed to support causes in perpetuity.

#### **Make a lasting impact — now and always.**

Since 1983, we've awarded \$300 million in grants — the majority benefiting communities in Sacramento, Yolo, El Dorado, and Placer counties. Beyond charitable fund management, we lead initiatives and partnerships that advance equity and opportunity, including the region's annual Big Day of Giving and Philanthropy Summit.

**Learn more at <http://www.sacregcf.org>**

#### ***About the Opportunity:***

The Sacramento Region Community Foundation seeks a skilled, mission-driven professional to serve as **Director of Business Philanthropy**. Reporting to the Chief Philanthropy Officer and operating as a key member of the Philanthropy & Communications team, the Director of Business Philanthropy serves as the Foundation's consultant for all philanthropic business relationships. The Director of Business Philanthropy provides prospective and current business fundholders with the highest level of services in support of charitable giving, soliciting gifts from businesses, and pursuing event and programmatic sponsorships. The Director of Business Philanthropy brings fundraising experience, with a focus on major gifts of \$10,000 and above. The position is responsible for growing the Foundation's business-centered giving by identifying and cultivating new supporters, stewarding current fundholders, and increasing philanthropic funds for the benefit of the region.

This is a full-time, non-exempt position.

## **KEY RESPONSIBILITIES**

- Develop the Foundation's philanthropic relationships with businesses to identify and cultivate prospects, secure gifts, meet annual goals, increase visibility, and grow giving year over year. Actively manage portfolio of prospective and current supporters.
- Secure annual sponsorship for the Foundation's two largest events, Big Day of Giving and the Philanthropy Summit.
- Solicit and steward relationships to increase the number of Business Funds and Giving Circle Funds. Partner with other members of the Philanthropy Team on additional charitable fund types (Field of Interest, Designated, Legacy, etc.).
- Solicit and steward companies seeking solutions for employee giving campaigns.
- Oversee the Impact Collaborative, the Foundation's unrestricted pipeline program, through event planning support, member recruitment, and sponsorship solicitation.
- Pursue and secure grant funding to support programmatic and unrestricted needs.
- Serve as a Foundation spokesperson for speaking engagements related to philanthropy.
- Work closely with fellow members of the Philanthropy & Communications Team to provide high quality stewardship to fundholders.
- Take an active role in the maintenance of complete and accurate records of donors and fundholders in the Foundation's database.
- Understand federal and state regulations regarding charitable giving.
- Assure that development policies and procedures are carried out in a manner compliant with best practices according to the National Standards for Community Foundations.
- Perform additional duties as assigned to support the Foundation's mission and fundraising goals.

## **Qualifications:**

- Bachelor's degree preferred.
- Minimum five years of fundraising experience with business-focused fundraising a plus.
- Proficiency with Microsoft Office Suite and possess the ability to master our internal donor management system (C-Suite), and/or facility with and ability to learn other donor prospect/data content management systems.
- Experience with donor prospect management platforms preferred.
- Excellent interpersonal, written, and verbal communications skills.

- Strong ethical standards.
- Able to bend, lift, and move up to 25 pounds.
- Community foundation experience, a plus.

### **Compensation and Benefits:**

- \$104,000-\$117,000 annual salary, depending on experience
- Medical/dental/vision insurance with employer contribution.
- We offer a 9/80 work schedule, with every other Friday off.
- Hybrid work schedule (mix of on-site and remote work) based in Sacramento.
- 401K program with a generous Foundation contribution.
- Generous vacation and holiday pay.
- Cell phone/internet stipend.
- Fun mixers, team-building events, retreats and workshops, and professional development opportunities.

**Apply at [www.sacregcf.org/careers](http://www.sacregcf.org/careers).**

**The Sacramento Region Community Foundation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.**

**This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.**