



Chief Development Officer

Sorrell is proud to partner with Faith in Practice in the search for its next Chief Development Officer. Faith In Practice is a Houston-based nonprofit organization whose mission is to improve the physical, spiritual, and economic conditions of the poor in Guatemala through short-term surgical, medical, and dental mission trips and health-related educational programs. Its mission is based on an ecumenical understanding that as people of God we are called to demonstrate the love and compassion that is an outward sign of God's presence among us.

Faith in Practice is an established thirty-one-year-old organization with a four-star Charity Navigator score providing medical care to 21,000 Guatemalans per year via U.S.-volunteer led missions over 49 weeks of the year, making it the third largest medical provider in Guatemala. Faith In Practice's life-changing medical mission is to minister to the poor, while providing a spiritually enriching experience for its volunteers.

To find more information about Faith in Practice see <https://www.faithinpractice.org/>.

POSITION SUMMARY

Reporting to the Chief Executive Officer (CEO) the Chief Development Officer (CDO) is responsible for creating and implementing a strategic fundraising plan toward the CEO-driven vision for Development and will build a sustainable infrastructure and team for supporting that plan. The CDO will introduce new initiatives while enhancing and strengthening existing programs. This role oversees the fundraising, communications, and events initiatives and manages related staff. As the top fund development leader of an organization raising all funds in the United States for programs in Guatemala, the CDO will be expected to make several trips per year at a length of three to five days each to ensure s/he understands the work on the ground and to foster strong relationships with the Guatemalan program team.

LEADERSHIP & REPRESENTATION

- Provide ongoing Christian leadership to an unapologetically faith-based organization to ensure that the spiritual focus of Faith in Practice is a key priority.
- Be able to comfortably articulate his or her faith in a variety of settings, always with respect and hospitality open to accepting all regardless of religious affiliation, if any.
- Represent Faith in Practice in relationships with partners, donors, volunteers and the Board of Directors.

- Work with Senior Management team to develop, evaluate and implement Faith In Practice's short- and long-range program strategies and operational plans.

KEY TASKS AND RESPONSIBILITIES

Development and Fundraising

- Create fundraising plan building upon current activities.
- Increase individual giving by expanding fundraising strategies.
- Build relationships with individual mid-level donors, congregations, granting organizations, and other new potential donors and fundraisers. Maintain ongoing communications with prospective and current donors.
- Identify and prospect major donors for CEO.
- Lead grant process from identification of prospects, writing the applications or proposals and reporting to ongoing cultivation with churches and family foundations.
- Oversee the peer-to-peer fundraising program, Share The Mission.
- Oversee and develop -planned and monthly giving programs.
- Evaluate fundraising campaigns and activities.

Communications & Events

- Manage content for social media, newsletters, website, and other print and online communications.
- Oversee and support team in the development of materials to promote and support peer-to-peer, monthly, and planned giving programs, assuring standards of quality and excellence throughout materials.
- Oversee support and facilitate CEO and development staff collaboration for planning fundraising events and donor receptions.

Management & Administration

- Recruit, train and manage fundraising, communications, and events staff.
- Maintain working knowledge of volunteer database functions, queries, and reports.
- Work with Salesforce Administrator to develop strategies on how to best use database to track prospective and current donors, and to build custom reports as needed.
- Manage the Development and Communications budget and fundraising income programs.

EDUCATION AND EXPERIENCE

- Bachelor's degree in business, communications, non-profit management, or related field
- 5-7 years progressive experience to include management preferably in not for profit.
- Demonstrated experience in strategy development, project management and people management.
- Strong English language skills including excellent presentation and writing skills.
- Candidates must possess a strong Christian faith and an understanding of the mission. Those with connections to Guatemala, or a heart for that country, are strongly encouraged to apply.
- Spanish language skills are a plus.

SKILLS, KNOWLEDGE, AND ABILITIES

A leading candidate will have the following competencies:

- Proven organizational skills, strong written and verbal communications skills, and the ability to work in a dynamic environment with frequent concurrent deadlines.
- Strong project management skills to facilitate timely delivery of complex projects involving multiple stakeholders in a low resourced setting.
- Keen analytic, organization and problem-solving skills which allows for strategic data interpretation versus simple reporting.
- Thrives in a highly collaborative environment while also possessing the ability to work well independently with minimal supervision as a direct contributor for each area of responsibility as needed.
- Strong management, team building, and conflict resolution skills required to include a commitment to mentoring, training, and retaining staff and onboarding new staff.
- Proficient in Word, Excel, PowerPoint and other basic programs. Knowledge of Mail Chimp and experience working with databases preferable. Experience with Salesforce a plus.

COMPENSATION AND BENEFITS

- Full-time, salaried role; compensation is competitive and commensurate with experience.
- Attractive benefits package.

OFFICE LOCATION AND TRAVEL REQUIREMENTS

- Headquarters office located in Houston, Texas.
- Currently operating under a hybrid work format, with flexibility to adjust as necessary to meet the needs of the organization.
- Four or five trips per year to Guatemala with each trip having an expected length of three to five days.

APPLICATION AND REFERRAL PROCESS

Applicant review is currently underway and will continue until the candidate has been selected. To nominate or be considered for this position, please contact Priscilla Plumb at priscilla@sorrellco.com / 281.224.0881, or Stacie Gaff at stacie@sorrellco.com / 832.594.1925. All inquiries will be held in confidence.

ABOUT SORRELL

Sorrell is a highly relational provider of executive recruiting. Our mission is to serve as partners with our clients to accelerate their efforts to attract, hire and retain talent that impacts the future of the organization. For more information, call 713.840.1870.