



Senior Major Gifts Officer, Fauna & Flora International – USA

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

Sir David Attenborough,
FFI Vice-president

Fauna & Flora International

Fauna & Flora International-USA, Inc. (FFI-USA) was formed in the United States in 2016 as a nonprofit organization under Section 501(c)(3) of the Internal Revenue Code (EIN #81-3967095) for charitable, scientific and educational purposes, including the conservation and sustainable management of biodiversity throughout the world and in particular as it supports the international program of work of Fauna & Flora International (FFI), a registered non-profit charitable organization with its global headquarters in Cambridge, United Kingdom.

FFI saves species from extinction and habitats from destruction, while improving the livelihoods of local people. Our guiding principles are to work through local partnerships, act as a catalyst for change, make conservation relevant and base decisions on sound science. Founded in 1903, FFI is the world's longest established international conservation body; our conservation work, and impact, spans the globe.

The Opportunity

Over the next five years, FFI aspires to enhance its global impact through investment, growth, visibility and influence. A key part of this will be through greatly expanding awareness of its programs among US key audiences and by exponentially increasing its fundraising efforts and results. A critical step to enabling this transformation will be the engagement of a Senior Major Gifts Officer for FFI-USA, Inc. who can drive forward efforts in the US in support of FFI's goal to substantially grow its revenue during that period. This role will develop and nurture a growing portfolio of major donors in the US to raise substantial income in support of FFI's global mission.

Reporting Relationships

Initially, the Senior Major Gifts Officer will report to the Senior Director of Communications & Fundraising. In time, they will report to the Executive Director, Development (FFI-USA) who in turn will report to its Board of Directors (which includes joint members of FFI's Governing Council). They will also report operationally to FFI's CEO and work in close collaboration with relevant members of FFI's Senior Management Team (SMT), particularly the Senior Director, Communications & Fundraising, to ensure complementary action. The CEO and SMT members are all based in Cambridge, England.

To keep pace with the accelerated growth, the Senior Major Gifts Officer will be supported by the UK-based Philanthropy and Business Development teams. We will also look to recruit US-based fundraising support staff and/or consultants. All consultants and staff will be hired and/or managed in close coordination with the global headquarters in the UK. The Senior Major Gifts Officer will be supported by the global organization in terms of specialist functions including finance, IT, programmatic information and expertise, HR, communications etc.

The Ideal Candidate

The ideal candidate will bring expert networking, funding development, self-starting and remote relationship management skills to this position and a strong understanding of the US philanthropy market and international biodiversity conservation. They will be adept at managing existing and prospect donor relations and will be able to identify and secure additional, diverse sources of individuals funding. They will bring a successful track record of making and closing significant funding deals and demonstrate a proactive approach to funding development as a motivated self-starter.

Core Responsibilities

Strategy

- Plan and implement FFI-USA's major donor initiatives to meet unrestricted fundraising targets in alignment with FFI's Global Business Plan
- Develop and maintain a portfolio of existing and potential major donors to ensure an ongoing pipeline of new funding opportunities.
- Work closely with the FFI-USA Board of Directors, enabling them to be effective, engaged and productive in representing the global organization and increasing its profile in the US and internationally.
- Monitor and evaluate activities against plans and budgets on a continual basis, working closely with the finance team and providing regular monthly income reports and quarterly and annual reviews to the CEO and Senior Director, Communications & Fundraising.
- Tackle ambitious annual growth targets for major donors while liaising with program staff to ensure approaches are coordinated to meet FFI and partner funding needs.
- Engage and manage external resources (e.g. consultants, service providers) to support the delivery of strategy, in accordance with budget and FFI's Global Delegation of Authority
- Develop and manage effective US major donor engagement by working closely with the CEO and Senior Director, Communications & Fundraising, Business Development Director, Head of Philanthropy, Head of Trusts & Foundations, Head of Communications and Programme Directors.
- Work with fundraising and communications team members, finance and programme teams to identify projects with funding shortfalls and institutional priorities to direct and develop specific fundraising activities

Management

- Develop and implement annual plans and budgets to meet unrestricted major donor fundraising targets.
- Research and target possible donors for substantial donations and solicit them for large gifts.
- Plan personal contact strategies for current and potential US major donors, and ensure implementation.
- Establish excellent working relationships with FFI-USA staff, Board Members and Vice-Presidents, supporting and preparing them to make direct approaches to major donors.

- Ensure design and execution of events that support increased visibility and donor engagement in collaboration with the global organization.
- Work with programme teams to develop major donor marketing and engagement communications, including brochures, presentations, reports, cases for support and proposals.
- Ensure effective administration of US major gift pipeline through use of FFI's database systems, including for prospect management and tracking of key performance indicators including income.
- Ensure adherence to FFI finance protocols and relevant fundraising legislation, including compliance with federal and state charitable regulations guidelines

Development

- Ensure that the US Major Gift fundraising is seamlessly integrated with the global fundraising work by close and ongoing liaison with the global fundraising and communications teams
- Develop and manage data, donor intelligence and ensure it is incorporated into FFI systems
- Communicate with US donor advisory services, ensuring messages given about FFI are attractive and accurate.

Other duties

- Stay abreast of current conservation practice through constant liaison with programme teams, and attending seminars, team meetings as relevant
- Carry out any other reasonable duties which are consistent with the post and the aims and objectives of the position, including attendance of FFI fundraising events
- US and international travel may be required. Both training and operational activities may necessitate overnight stays, in which case standard FFI procedures apply

Credentials and Personal Qualities

- 5-10 years successful senior leadership experience within a national and/or international organization;
- Experience in organization start-up and scaling;
- Track record of success in securing funds and gifts at the \$500K level and above;
- Commitment to results and using data to track results;
- 'Can-do' mindset with emphasis on accountability, collaboration, and transparency;
- A proven deal-closer with an aptitude for making ambitious asks achieving positive outcomes:
- Creative thinker with demonstrated record in fundraising strategy development and delivery;
- Demonstrated ability to work well with scientific communities, field teams, policymakers, business people, and high net worth individuals;
- Excellent communication and presentation skills;
- Ability to convey FFI's work with confidence and credibility;
- Sense of humor, integrity, impeccable work ethic; and
- Knowledge of online systems/data management required.

Terms of Appointment

This is a full-time position. Salary is competitive and commensurate with qualifications and experience. Employee benefits include health care and retirement contributions.

The position will be located on the East Coast, with frequent domestic travel and an expected 2-3 international trips per year.

How to Apply

Interested candidates should submit a cover letter and resume, outlining how your background, skills and experience match the qualifications of the position to jonny.wright@fauna-flora.org

Closing date for applications is **Sunday, 13th September 2020**.

FFI values diversity and is committed to equality of opportunity