

Haggai International

Position Description: Director Advancement

Organizational Chart Summary:

Chief Executive Officer
Chief Advancement Officer
Director of Advancement

Department: Advancement
Reporting To: Chief Advancement Officer

Position Summary:

Currently Haggai has six Advancement Directors who are responsible for securing major gift commitments from within their assigned territory while building relationships with existing donors and cultivating prospects capable of contributing major gifts (defined as \$12,000 or more) to the ministry, as well as motivating and assisting donors to establish estate plans with Haggai International as a beneficiary. The directors will bring development expertise to increase the level of existing donations and the awareness and need for funding of Haggai. The Director of Advancement reports to the Chief Advancement Officer.

Qualifications

- A mature Christian with a record of leadership in a Christian home church and within Christian circles.
- Experienced as a development officer with extensive background in seeking and closing gifts.
- A passion to see evangelism inroads in non-Christian cultures through the influence of indigenous Christian leaders.
- Good communicator with excellent human relations skills.
- Perseverance, persistence, tenacity, integrity, and patience.
- High energy level combined with the ability to work under pressure and get things done in an efficient and timely manner; able to deliver measurable outcomes.
- Ability and willingness to travel frequently.
- Skill set including computer / data entry skills.
- College degree.

Responsibilities

1. Contribute towards the successful realization of the Advancement Department's fundraising goals.
2. Develop strategies and goals within the Haggai vision and program parameters for cultivating donors.
3. Exhibit tenacity and commitment to ministry, donor development, and personal goals.

4. Develop personal relationships by face to-face contacts that result in giving to Haggai International.
5. Maintain focused, frequent, and personal contact with major donors.
6. Exhibit persistence, persuasiveness, and resourcefulness without offending.
7. "Close" - bring the donor or prospective donor to the point of giving.
8. Identify qualified prospects; obtain qualified referrals.
9. Cultivate prospects to become new donors.
10. Think creatively of ways to develop new sources of funding.
11. Utilize technology and public speaking skills to make presentations of the Haggai ministry.
12. Maintain an income to expense ratio commensurate with department expectations.
13. Maintain accurate and timely records as prescribed, experience with Raiser's Edge preferred.

Compensation:

- Salary based position. Commensurate with experience and productivity.
- Satisfaction of contributing significantly to reaching a lost world for Christ.

Other Conditions:

- Hours of work are officially from 8:00 am to 5:00 pm Monday to Friday; however the effort necessary to undertake your role effectively will dictate the real time required (i.e. important evening meetings and strategic weekend church presentations).

For more information, please contact:

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