

CALIFORNIA STATE PARKS FOUNDATION

Vice President for Development

ABOUT CALIFORNIA STATE PARKS FOUNDATION

The California State Parks Foundation (CSPF) is the only statewide independent non-profit membership organization dedicated to protecting, enhancing and advocating for California's 278 magnificent state parks – the largest state park system in the United States. Founded in 1969 by the late William Penn Mott, CSPF has grown to 115,000 members, making it one of the largest regional conservation organizations in the United States. CSPF has a multi-faceted program, including a robust policy and advocacy portfolio, and undertakes a wide variety of capital projects and public programs. CSPF has a staff of 28 and a 35 member Board of Trustees. CSPF is headquartered in San Francisco, with field offices in Los Angeles and Sacramento. A full overview of CSPF may be found in the 2009 annual report at www.calparks.org/whoweare.

POSITION OVERVIEW

The Vice President for Development (VPD) is responsible for leading the CSPF's multi-faceted, development program that raises approximately \$10 million in annual and special project/capital gifts. Reporting to the President, the VPD is a key member of the senior management team. The VPD leads a talented team of development professionals, including the Associate Vice President, Director of Membership, Grants Specialist, Prospect Researcher and Development Specialist.

The VPD will oversee CSPF's major gifts, foundations and corporations, special events, planned giving, social media solicitation, capital/special projects fund raising, and the membership program. Strengthening major gifts, foundation and corporate fund raising are of key strategic importance as CSPF charts its future course. The VPD will play a vital role in identifying, cultivating and soliciting gifts, including partnering with the President and the Board of Trustees.

Major Responsibilities

1. In collaboration with the President, Advancement Committee and development staff, develop a comprehensive program for maximizing contributed revenue. Develop strategies and tactics for increasing giving and attracting new donors.
2. Oversee the implementation of the development program, including major gifts, private foundations, corporations, special events, planned giving, membership and social media.
3. Create the written development plan and report on progress to the President and Board of Trustees.
4. Engage the Advancement Committee and the Board of Trustees in developing and achieving stretch fund raising goals.
5. Guide the Board in building the major gifts program, with particular focus on individuals, family foundations, and corporations. Prepare board members for cultivation and solicitation activities and partner with them in the implementation.
6. Lead capital and special project funding initiatives.
7. Identify, cultivate, solicit and steward major individual donors.

8. Build strong relationships with existing foundation and corporate funders. Increase CSPF's visibility and cultivate relationships with new potential donors, throughout California and nationally.
9. Effectively manage the President's fund raising time and partner with her in cultivating and soliciting prospective donors.
10. Provide strategic oversight for the Membership Program.
11. Supervise the five-member development team and provide opportunities for professional development.
12. Represent CSPF to the public.
13. Ensure that the Development Department maintains high standards for development systems and procedures, and ethics.

QUALIFICATIONS AND EXPERIENCE

1. Strong, visionary and creative leadership with an outstanding record of accomplishment. Ten years of progressively responsible experience in development.
2. Demonstrated success in securing large individual, corporate and foundation gifts.
3. Depth of knowledge in all key areas of fund raising and demonstrated success in planning and executing development programs.
4. Ability to manage and partner with high-level fund raising volunteers.
5. Superior ability to develop and sustain relationships with donors.
6. Excellent managerial, fiscal and interpersonal skills.
7. Friendly, outgoing and collaborative approach and a team-oriented management style.
8. Strong oral and written communication skills.
9. Grant-writing and high-level event-planning expertise.
10. Demonstrated ability with Microsoft Office (Word, Excel, Powerpoint) and a sophisticated fund raising database (Raisers Edge).
11. Extensive knowledge of development principles, fund raising techniques and ethics.
12. Ability to travel throughout the state, including nights and weekends. Some national travel.
13. Bachelor's degree required, advanced degree desirable.
14. Environmental or conservation background a plus.
15. High energy and enthusiasm for the outdoors and historic preservation, coupled with an appreciation for the contribution the parks make to the quality of life for residents of California.

COMPENSATION

Compensation package includes highly competitive salary and benefits designed to attract and retain an outstanding development professional. The California State Parks Foundation is an equal opportunity employer.

TO APPLY

Email your resume and a cover letter outlining qualifications and salary history. Your documents must be in Word or PDF files to be considered. Email Laura McCrea, CSPF Search, at lauramccrea@sbcglobal.net No telephone calls.