



Job Opening

Position: Director of Development
Salary: Competitive salary and benefits available
Reports To: Executive Director
Type: Full-time office and regional travel
Location: Dothan, Alabama

About Us

The mission of the Alabama-West Florida United Methodist Foundation is to encourage generosity as a way of life, foster planned giving, develop successful planned giving programs, and manage funds to strengthen the work of Christ's church.

The Foundation was chartered in 1979 by a group of Methodist lay leaders with a dream of providing low-cost financial solutions and support to grow and strengthen the churches in the Alabama-West Florida area. Since then, our services have expanded, funds have grown, and we have continued to equip vital congregations and their donors to be effective stewards of their God-given resources. We are grateful for these visionaries and vow to continue serving Wesleyan-based churches and organizations to support their mission of making disciples.

Job Description

The Director of Development will play a crucial ongoing role in developing and nurturing a network of pastors and leaders, providing training and education on stewardship and financial readiness, and ensuring effective communication of planned giving opportunities.

Qualifications and/or Experience

- Bachelor's Degree Required; non-profit certification or Master's degree preferred
- At least 7 years of experience in the areas of donor development, planned gifts, investments, and other areas of financial stewardship.
- Experience in budgeting, banking, investments, or finance with strong financial acumen is recommended
- Comprehensive understanding of Wesleyan/Methodist theology and policy preferred. Membership in a Methodist church is not required.
- Comfortable in a church environment and engaging in spiritual conversations about faith and money
- Strong verbal and written communication skills, including effective presentation skills
- Proficiency in computer technology and a willingness to learn new software systems
- Ability to problem-solve with committees, congregations, and donors
- Ability to work efficiently with minimal supervision in an office environment, with a high degree of dependability, accountability, and planning
- Proven leadership and management experience
- Ability to drive to church meetings and work a flexible schedule, including occasional weekend and/or evening hours
- Responsible for transporting marketing materials/booth table supplies into event spaces
- Must exhibit the integrity to build on the Foundation's reputation as a responsive, caring, and trusted partner
- Approved background check required

Responsibilities

- Provide planned giving services to individuals and churches throughout the Alabama-West Florida geographic area. Services include prospect/donor identification and cultivation, fund administration, investment management, educational opportunities, free marketing resources, scholarships, grants, and low-cost loans.
- Maintain and grow relationships with current church account holders and donors and develop new relationships. This requires a working knowledge of our services and the ability to interpret complex financial reporting of planned gifts and investments to participants with various levels of experience.
- Collaborate with district and conference ministry leaders on plans and events that build toward the future and growing resources for local churches and ministries
- Make presentations to churches and church agencies promoting the Foundation's investment, fund administration, and planned giving services to increase the visibility and impact of the Foundation.
- Provide leadership to local churches in growing resources for ministry using the Foundation's Planned Giving Program
- Coordinate and conduct training sessions for pastors and laypeople on stewardship and financial readiness.
- In consultation with the Executive Director, prepare and submit a proposed annual budget for development events
- Work closely with the Communication's Director on consistency in branding and communication
- Attend continuing educational programs/seminars to stay current on gift strategies and technology
- Represent the Foundation at various conferences and meetings

How to Apply

To apply for this position, send your resume along with a cover letter to:

foundation@alwfumf.org

OR

Alabama-West Florida United Methodist Foundation

Attn: Terri H. Turner

P. O. Box 8066

Dothan, AL 36304