



Director of Philanthropy

Morrisville, NC

Hemophilia of North Carolina (HNC) is a 501(c)3 nonprofit organization that is dedicated to assisting the bleeding disorders community in NC through supportive programs and services. Bleeding disorders are rare, chronic conditions that can seriously impact a person's quality of life. The diagnosis impacts the entire family, especially since these conditions are lifelong conditions and there is no cure. HNC's programs and services aim to improve the physical, financial, and psycho-social needs for those living with bleeding disorders as well as their loved ones.

HNC is looking to hire its first dedicated Director of Philanthropy. HNC is seeking an energized, creative individual who wants to make an impact in the bleeding disorders community.

This new role will allow the Director of Philanthropy a free hand to develop a plan to sustain HNC for generations to come! We are looking for someone who can strategically expand and spearhead all fundraising and philanthropic activities. The first initiative will include a campaign to raise the funds needed to rebrand the organization so that it better represents the entire bleeding disorders community, including name and logo, and funding to build a new website. This is an exciting step for HNC and we are looking for someone who can lead this initiative and develop others.

Status and Salary

Full-time, \$60,000

Responsibilities

- Develop and execute development strategy including fundraising campaigns
- Create strategy for a large sustained base of annual individual donors
- Build stronger relationships with current donors to determine their goals in supporting the organization
- Expand donor outreach to individuals, businesses, and foundations
- Maintain donor database and provide reports to Executive Director and Board of Directors as requested
- Work with supportive board and staff to build a stronger culture of philanthropy
- Represent HNC at events as needed
- Donor relations and communications, including making major donor visits



Responsibilities (continued)

- Manage virtual tools and social media to attract and engage donors
- Assist Executive Director with key fundraising events, committee meetings, etc.
- HNC Family Festival & Walk Fundraisers:
 - Recruit, cultivate, and assist walk teams
 - Solicit involvement of new sponsors and local businesses
 - Submit sponsorship requests as needed
- Other duties that might be assigned by the Executive Director in support of the goals and best interests of HNC

Knowledge and Skills

- Detail oriented, organized, and self-motivated
- Strong interpersonal skills and the ability to work with diverse personalities in a collaborative manner
- Good writing skills
- Excellent public speaking skills
- Ability to complete assigned tasks in a timely manner
- Capacity to take ideas and feedback to turn into action for moving forward and bettering HNC
- Ability to function in a collaborative manner with staff and others who work as part of our team

Qualifications

- Bachelor's degree required
- At least two years of nonprofit development experience
- Proficient at using Microsoft Office and database systems (Bloomerang or similar software preferred)
- Bilingual – English/Spanish – speaker preferred
- Must be able to lift and carry a minimum of 30 lbs.
- Local, state, and occasional national travel required; must have reliable transportation, valid driver's license and insurance

Apply

Interested applicants should send resume and cover letter to jobs@hemophilia-nc.org by November 16.

HNC encourages applications from individuals regardless of race, color, ethnic origin, religion, ability and sexual orientation. We thank all applicants for their interest. Only those selected for interviews will be contacted.

Note: No telephone inquiries accepted. Candidates will be subject to a criminal records check.