Sr. Director of Development

The Mathematical Association of America is the world’s largest community of mathematicians, students, and enthusiasts. Our mission is to advance the understanding of mathematics and its impact on our world, and we do so through our values of Community, Inclusivity, Communication, and Teaching and Learning.

Working at the MAA means that you will be joining a dynamic and dedicated team where your contributions will be encouraged and appreciated. We offer a full array of highly competitive benefits, and we are located within a desirable Washington, DC location.

Job Summary

The Sr. Director of Development will take the leadership role in sustaining and growing current donor commitments as well as cultivating new donors to create and execute a robust development program to stimulate fundraising growth.

Job Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty and responsibility satisfactorily. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions. Other duties may be assigned as needs arise.

- Develop and implement MAA’s strategic development plan and fundraising campaigns including prospect identification using research tools as necessary.
- Stewardship and relationship management of current donors to assure sustainability and donor satisfaction.
- Implement effective communication outreach to stimulate and engage target audiences.
- Build connections and establish new relationships with donors and donor prospects.
- Leadership role for the annual campaign development pipeline to achieve year over year growth.
- Assist in the development of major gifts
- Oversee the association Development team in the execution of the annual fundraising strategy, benefit package deliverables and for meeting annual giving goals.
- Serve as the point person for all donor events.
- Manage financial planning and annual goals for all fundraising campaigns.
- Lead the execution of MAA’s strategic development plan and fundraising initiatives, with a specific focus on cultivating corporate partnerships and securing support from corporate and foundation donors.
Minimum Qualifications
To perform this job successfully, an individual should possess the knowledge, skills, and abilities, education, training and/or work experience listed here.

Education
● Bachelor’s degree in marketing, communications, public relations or related field required.
  Masters in Philanthropy and Nonprofit Management, CFRE, or related postgraduate certifications desired.

Experience
● 8+ years of directly related experience
● Non-profit experience within trade associations strongly preferred.
● Supervisory experience required.
● Budget management experience required

Knowledge, Skills, and Abilities
● Evidence of successful fundraising and donor relationships with track record of growing donor contributions and attracting new donors
● Strong ability to build and sustain external relationships with decision makers
● Highly effective communicator (verbally and in writing) with expertise in delivering presentations to external audiences.
● Detail oriented and effective at meeting deadlines and managing a wide scope of donor partnerships.
● Successful experience leading fundraising campaigns
● Experience leading a fundraising team

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment:
● General office with a hybrid work schedule with Tuesday and Wednesday required in office in Washington, DC.
● Some evening and weekend work to support events

Travel: Approximately 25% of time

To apply send resume and cover letter to hr@maa.org

Equal Opportunity Employer