



**Job Title:** Development Director  
**Employment Type:** Full-time, salaried  
**Reports To:** President/CEO  
**Salary Range:** \$65,000 – 85,000 per year, depending on experience

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### Position Summary

The Eau Claire Community Foundation (ECCF) is searching for a Development Director to spearhead and enhance our resource development initiatives. This pivotal role aligns with our growth vision to expand ECCF's net assets, enabling us to support a larger network of changemakers and magnify our community impact. The Development Director will collaborate with a dedicated and energetic team of staff, volunteers, and board members, all driven by a shared commitment to creating lasting positive change.

### Key Responsibilities

- **Strategy and Leadership:** Develop and execute a robust fundraising strategy, with the objective of increasing assets through fund creation, fund growth, and strategic partnership.
- **Team Collaboration:** Partner with the CEO, staff, board and development committee to cultivate individual donor relationships and solicit contributions.
- **Annual Fund Development:** Oversee and enhance the year-end giving campaign, including refining major gift strategies.
- **Communications:** Collaborate with marketing/communications team to streamline and optimize messaging. Develop and maintain accurate reporting and forecasting to effectively communicate ECCF's mission.
- **Pipeline Development:** Construct and manage a prospect pipeline using wealth screening data and a strategic roadmap.
- **External Relations:** Build and nurture relationships within target communities to stimulate donor pipeline.
- **Performance Tracking:** Set clear performance goals and provide ongoing reports and forecasts.

### Qualifications

#### Education

- Bachelor's preferred, Associates required.

#### Professional

- Minimum of 5 years of proven experience in hands-on fundraising, including successful individual gift solicitation and relationship management.
- Expertise in developing major gifts, grants, and planned giving programs.

- Strong communication skills, with the ability to inspire support from individual donors and corporate entities.
- Analytical ability to manage donor databases and utilize donor data effectively.
- Experience in or a strong capacity to learn about community foundation models and investment strategies.

### **Compensation and Benefits**

- **Salary:** \$65,000 – 85,000 based on experience.
- **Benefits: (Employee must average 30 hours/week to be eligible for certain benefits):**
  - Dental and Vision Insurance
  - Life Insurance
  - Long-term Disability
  - Personal Time Off

Interested candidates should submit a cover letter and resume to Wesley Escondo, President & CEO ([wesley.escondo@eccfwi.org](mailto:wesley.escondo@eccfwi.org)).

### **Board of Trustees**

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