

## **Director of Development Houston, Texas**

Friends of the Israel Defense Forces (FIDF) was established in 1981 by a group of Holocaust survivors to provide for the wellbeing of the men and women who serve in the Israel Defense Forces. The organization is committed to providing the men and women who serve in the Israel Defense Forces as well as the families of fallen soldiers with love, support and care through educational, social, cultural and recreational programs and facilities in an effort to ease the burden they carry on behalf of the Israeli and the Jewish communities worldwide.

The Director of Development is responsible for managing a significant portfolio of donors, which includes individual, corporate, and foundation prospects. He/she will identify, research, and form a strategic solicitation plan and will maintain a personal relationship with donors in order to maximize their charitable and volunteer involvement. In addition, the director will provide leadership in the area of staff collaboration as well as strategic planning with respect to donors. This position reports to the National Development Director and CEO.

### **Education and Experience**

- Bachelor's degree from an accredited institution required.
- Five to seven years fundraising experience
- Knowledge of Houston communities, Jewish community, culture, traditions, Jewish Communal Services, Israel and current events.
- Proficient in all Microsoft Office Suite of Products, Raiser's Edge
- Excellent interpersonal, organizational, written and oral communication skills

### **Essential Job Duties**

- Coordinate and execute annual fundraising plan
- Identify, research, cultivate and personally solicit a portfolio of donors in Houston
- Develop and maintain a personal relationship as an account manager to maximize and strategically plan for all development opportunities through both ongoing FIDF events and individualized approaches
- Identify and recruit local lay leaders
- Research and develop prospects and cultivate and maintain relationships
- Coordinate regional events, including annual Gala Diner, parlor meetings, community events and potential Mission trips
- Update and maintain prospect management information in database
- Work on maintain and increasing effectiveness of the Houston board
- Create reoccurring gifts from donors using annual giving levels



- Assume other responsibilities as needed

Please send a cover letter, resume and salary requirements to [hr@fidf.org](mailto:hr@fidf.org) with the job title in the subject line.



**FRIENDS OF THE ISRAEL DEFENSE FORCES** | Their Job is to Look After Israel. Ours is to Look After Them.