



**Job Title:** Associate Chapter Director, San Diego/Orange County  
**Chapter/Department:** Development  
**Reports to:** Vice President, Western Region  
**Job Status:** Full Time  
**Location:** San Diego, CA  
**Salary Range:** \$80,000 - \$110,000

Friends of the Israel Defense Forces (FIDF) is a fundraising organization transforming the lives of the men and women of the IDF - Israel's future leaders and society builders. We are fast-paced, big-thinking, and performance-driven, and attract the brightest and most passionate who are professionally driven, personally motivated, and eager to make an impact.

Whether energized by making a difference in the lives of Israel's soldiers, wounded veterans, and bereaved families, or by providing hope and life-changing support to a population of diverse ethnicities, religions, and socioeconomic backgrounds, FIDF is for you!

### **About the role**

FIDF is currently seeking an Associate Chapter Director to support and expand the Chapter. This position reports to the Vice President, Western Region.

The focus of this job is on achieving results which are aligned with the larger picture of the organization and its strategic fundraising goals. Initiative, coupled with a sense of competitive drive, and the ability to stay focused on results despite changing conditions, is the key to achieving success in this role.

There is an emphasis on building rapport and relationships with individuals and groups and requires an outgoing, poised, and persuasive communication style.

Because the pace of the work is faster than average, the ability to learn quickly and thoroughly while continually recognizing and adapting to changing conditions is critical.

Emphasis is on results, relationship building and effective use of the Organizational systems; to cultivate or steward gifts from individuals, foundations and planned giving.

### **Key Responsibilities**

- Steward existing donors to retain and grow
- Create and manage pipeline reports to support chapter growth
- Work with local Board members and serve as a resource to those who engage in prospect/donor cultivation, solicitation, and stewardship
- Effectively utilize the CRM platform in support of donor relationship management
- Provide timely and accurate reporting to Chapter Director and local Board members
- Create and manage peer-to-peer fundraising campaigns



- Provide support to Chapter Director for public presentations to engage small or large groups of participants, volunteers, and donors

It is important for the Associate Chapter Director to have a sincere and genuine interest in the importance of FIDF's mission of supporting soldiers, families, and veterans of the Israel Defense Forces.

### **Supervisory Responsibilities**

Manages a team. Responsibilities include hiring, mentoring, and coaching; assigning and directing work; appraising performance; engaging employees.

### **Key Performance Indicators**

- Fundraising goal to be determined.
- Find and secure new donors >\$1,800.
- Plan and execute events to drive awareness and engagement in FIDF
- Use chapter CRM data to support decision making and prospect management

### **Job Characteristics**

- Sense of urgency for goal achievement and managing varied activities
- Results focus, innovative and creative problem solving
- Relationship building focused on achieving results
- Engage commitment of others
- Confident, enthusiastic, persuasive influencer, stimulates others to action
- Accountability for results

### **Qualifications**

- Bachelor's Degree from an accredited college/university preferred
- Minimum 4 years sales or fundraising experience
- Knowledge of Microsoft Office 365 applications required and experience using CRM tools, with Raisers Edge experience preferred
- Experience using MS PowerPoint and creation of presentations for group and individual meetings
- Experience managing/supervising a team
- Ability to travel locally required. Occasional evening and working on Sundays required

FIDF is an equal opportunity employer that is committed to equity, diversity, and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.