



## **ABOUT PREVENT BLINDNESS**

Founded in 1908, Prevent Blindness is the nation's leading not-for-profit, voluntary eye health and safety organization dedicated to fighting blindness and saving sight. Focused on promoting a continuum of vision care through all life stages, Prevent Blindness touches the lives of millions of people each year by promoting eye health, safety, early detection and treatment. As we continue our sight saving mission into the next 100 years, we are fulfilling our vision of prevention through focused attention on our core public health competencies of early detection, patient support, systems enhancement, public policy, research, public awareness, and health education.

## **THE ROLE**

The Director of Development role is responsible for developing and executing a well-designed and comprehensive fundraising and stewardship strategy to support Prevent Blindness's development goals. This position reports to the President and Chief Executive Officer and works with a team of development, program, marketing and communication, and administrative professionals.

## **RESPONSIBILITIES**

- With the President & CEO, develops short and long-term strategic goals and an annual fundraising plan for Prevent Blindness; identifies areas for growth and develops new campaign initiatives.
- Steadily increases the contribution of individual giving to Prevent Blindness's revenue base; supported by the Manager of Events and Individual Giving. This includes: managing the agency's direct mail campaign, managing major donor relations and workplace giving programs, managing the organization's staff and volunteer giving programs.
- Steadily increases the contribution of online giving to Prevent Blindness's revenue base, working in collaboration with Sr. Director of Communications.
- Supports the Manager of Events and Individual Giving in annually increasing revenue from special events.
- Contributes to Prevent Blindness's corporate/foundation partnership strategy.
- Works effectively with the Board of Directors, appropriate volunteer committees and task forces, and other key volunteers to enhance fundraising and awareness activities; enhances board members' ability to identify fundraising opportunities and encourages their ongoing participation as donors and solicitors.

## **IDEAL EXPERIENCE AND CHARACTERISTICS**

- Bachelor's degree and/or equivalent experience.
- 5-10+ years of progressive experience in development positions, ideally with experience in individual giving – including major donors and online donors.
- Skills in utilizing Raiser's Edge preferred, though not required.
- Excellent communication skills (oral and written).
- Ability to self-motivate, initiate project activities, and manage multiple tasks.
- Mastery of Microsoft Office Suite programs.
- Ability to maintain strict confidentiality.

## **WORK ENVIRONMENT**

- This is a full-time position with full benefits based in Chicago.
- At this time, the Prevent Blindness staff is primarily working remotely and taking all necessary precautions due to COVID-19. However, the expectation is that employees will come in to the office at least once a week with a reduced number of staff members present until such time as we can resume regular office activity.
- While performing duties of this job, the employee is regularly required to talk or hear and use hands to operate office equipment such as computers, phones, calculators, photocopiers, scanners and filing cabinets and must have the ability to sit for long periods of time.
- The workplace is a smoke-free and drug-free environment.

## **COMPENSATION**

Prevent Blindness offers a competitive salary commensurate with experience and excellent employee benefits.

Please send resume and cover letter with your salary requirements to [sjones@preventblindness.org](mailto:sjones@preventblindness.org). No phone calls, please.