

Resource Development Manager at AGE of Central Texas

Salary: \$51,000

Job Description

AGE of Central Texas' **Development Department** is seeking a **Resource Development Manager** proficient in planning and executing fundraising events and campaigns, managing donor relations and data, and meeting fundraising goals. The ideal candidate prioritizes excellent donor relations, excels in communication, and collaborates effectively within a team. We're looking for someone experienced in fundraising, skilled in project management, and familiar with CRM systems.

This position is **full-time** with opportunities to **work from home**. Applicants must live locally and have flexibility to work occasional nights and weekends leading up to major campaigns and events.

AGE's **Development Department** plays a crucial role in securing funding and support to sustain and grow the organization's mission and programs. This department is responsible for planning and implementing fundraising strategies, cultivating relationships with donors and supporters, managing fundraising campaigns and events, and analyzing fundraising data to measure success and inform future strategies.

About AGE of Central Texas

AGE of Central Texas is a regional nonprofit providing older adults and family caregivers with the education, resources, tools, community, and care they need to thrive.

What we offer:

- Earn up to **4 weeks of Paid Time Off** in your first year of employment.
- **8 paid holidays** (in addition to your PTO).
- **Fast access** Health, Dental, and Vision insurance – new employees are eligible for insurance the first of the month after they start working; 85% of monthly premiums paid by AGE.
- Life Insurance – no cost to the employee.
- 403(b) retirement plan.
- **Flexible schedule.**
- Hybrid work options.

What we're looking for:

- 2+ years of development or fundraising experience.
- Demonstrated ability to successfully execute fundraising events and campaigns.

- Demonstrated understanding and knowledge of nonprofit development and donor-centered fundraising.
- Demonstrated knowledge of trends, processes, and ethics in nonprofit administration and management.
- Experience working in a donor management database.

Applicants must submit a resume, cover letter, and three professional references.