

Summary

This self-starting individual is responsible for driving fundraising success for the JDRF One Walk program in Austin and the JDRF Ride program for the Southern Texas Chapter (Austin, Houston, and San Antonio). The Development Manager role is an opportunity to join a strong Chapter team reporting to the Austin Market Director and working closely with local and Chapter leadership, regional and national teams, and an outstanding group of volunteers to increase the reach and impact of the Chapter. Through collaboration and coordination with national and regional teams, Chapter staff, and volunteer partners, the Development Manager champions a strategic approach to One Walk and Ride program development including team recruitment and development, volunteer leader recruitment and engagement, and stewardship that will grow the program at all levels and ensure an extraordinary participant experience.

The right person in this position is an integral member of the team, driving new business development, increasing the efficiency and effectiveness of fundraising, and chapter operations. This includes identifying and engaging new donors, managing, evaluating, and expanding cultivation opportunities, oversight of various event activities, and support. He or she organizes and executes select administrative components that support the donor-giving cycle, from qualification to stewardship. The position is remote and must reside in Austin area.

Target salary range: 60-65K

Link to apply is [JDRF Careers \(myworkdayjobs.com\)](https://myworkdayjobs.com/JDRF-Careers)

Responsibilities

- Serves as the key staff member in implementing the Austin One Walk program.
- Serves as the key staff member in implementing the Southern Texas Chapter's JDRF Your Way, Team JDRF, and third party events.
- Develops a strategic plan for the success of the One Walk. Collaborates with chapter staff as well as national/regional staff resources to ensure the Chapter's revenue growth in the One Walk and as a pipeline driver for all other engagement.
- Responsible for building and implementing a strategy to develop a people pipeline of new volunteers, community leaders, donors, team captains and training, coaching, and managing the pipeline resulting in the attainment of revenue goals.
- Develops and executes long-range and short-range strategies and plans to identify, cultivate, solicit, and steward new donors. Proactively seeks out and identifies new leads for family, corporate and school teams. Calls/meets with new prospects weekly. Develops and cultivates these leads to become part of the JDRF One Walk.
- Mine data resulting in acquisition of key volunteers, participants, team captains, sponsors, and community leaders. Leads prospect research and develop engagement plans, activities, and correspondence to support interactions with prospects.

- Responsible for volunteer committee development, team recruitment and retention strategies, budget, timeline, marketing/PR, logistics and best practice implementation.
- In partnership with chapter staff and third-party vendor, helps manage event logistics for the One Walk and Ride, including kick-off and rally events, Walk Day, and Awards Celebrations.
- Executes plan for maximizing team participation to achieve revenue goals by retaining and activating existing teams, attracting new ones from all sectors of the community and by providing fundraising guidance and support.
- Identifies, builds, and stewards relationships with community, civic and corporate leaders as an integral part of volunteer and donor engagement.

In partnership with Market Director and Senior Development Manager, works to identify corporate prospects while retaining and lifting current corporate partners.

- Assists with all market operations including administrative support and management of the CRM database including CRM updates, addressing duplication, and reports.
- Manages Walk operations in all management software, Luminare Online, and CRM database. Pull reports and serve as the first contact to troubleshoot with teams.
- Strategically and consistently utilizes CRM data management tool to maximize efficient and effective moves management of donor pipeline.
- Oversees assigned activities and helps establish strategic alliances.
- Serve as a resource and point person for all Third Party, JDRF Your Way and Challenge fundraising opportunities for the greater Austin communities.
- Support Austin OneParty (gala/golf) as directed by Market Director.
- Ensures personal accountability for meeting deadlines and responding to volunteers and other department requests.
- Supports other fundraising events, chapter activities and programs as assigned.

Qualifications

- College degree or combination of education and experience
- 4+ years of work experience including 3+ years peer to peer fundraising.
- Strong CRM database knowledge, Salesforce preferred.
- Must be a self-starter, with the ability to collaborate as a team player and think strategically.
- Strong verbal and written communication. Excellent interpersonal and relationship-building skills.
- Ability to interface with all levels of staff and volunteers.
- Ability to create and manage process that enhances efficiency of staff work while allowing for donor centricity.

- Proficiency in Microsoft Office (Outlook, Word, Excel & PowerPoint)
- Detail oriented.
- Ability to travel within the chapter footprint. Occasional evening and weekend work as needed.