90 Benchmark Road, Suite 300 Avon, CO 81620

POSITION: Development Director, Education

LOCATION: Vail Valley, Colorado (Vail, Avon, Edwards)

STATUS: Open

VAIL VALLEY FOUNDATION – OVERVIEW

The Vail Valley is best known for its year round resort activities, where residents and visitors embrace the lifestyle of a vibrant mountain community. Located West of Denver, the Vail Valley offers all of the cultural and educational amenities of the city with a backdrop of the Rocky Mountains and all the pleasures of outdoor recreation and athletic events.

Since 1981, the Vail Valley Foundation has been dedicated to sustaining and enhancing this lifestyle from an educational, cultural, athletic and community-based perspective, enriching the mind, body and soul of the Vail Valley community. It has had the privilege of providing the Vail Valley with a vast array of world-class events and programs, literally and figuratively bringing the world to the Valley and introducing the Valley to the world.

The Vail Valley Foundation cultivates and enriches the vital spirit of what residents and visitors have come to know as the Vail Valley. The Foundation's mission is to "provide leadership in athletic, cultural and educational endeavors to sustain and enhance the quality of life in the Vail Valley". Fueled by the generous support of donors and surrounding support of the community and its volunteers, the Foundation is responsible for events such as the International Dance Festival; the American Ski Classic; the Teva Mountain Games; free community concert series such as Street Beat, Hot Summer Nights, and Show Downtown; as well as hosting the World Alpine Ski Championships.

As a community-focused organization, the Vail Valley Foundation's philosophy on education is one of "cradle to college." Its education programs range from "The Magic Bus" and full-time kindergarten on the early-childhood end of the continuum to college scholarships and Foundation grants supporting high school students of the Vail Valley. The Vail Valley Foundation recently announced a merge with The Youth Foundation starting in January 2012. The Youth Foundation's mission is: "To prepare children in need for success in life through education and recreational opportunities." The Youth Foundation impacts youth from early learning through college with positive mentorship, academic support, community interaction

and recreation applications that inspire self-confidence and measurable results. The Youth Foundation strives to maintain an atmosphere of collaboration, creativity, and caring, where all children have the opportunity to succeed and feel known, needed, and cared for. The union of the Vail Valley Foundation and Youth Foundation creates a unified front in providing a broad spectrum of education opportunities in the Vail Valley.

DEVELOPMENT DIRECTOR, EDUCATION

Reporting to the Vice President of Development and working closely with the Vice President of Education, this individual will have primary responsibility for developing a long-term fundraising strategy that aligns with the educational strategic plan. The strategy will focus on major donors/gifts for education, while supporting the efforts of the education development team in meeting the annual fundraising goals of both top, midlevel and grassroots gifts.

SPECIFIC RESPONSIBILITIES:

Demonstrate success in acquiring, cultivating and soliciting prospects for respective campaign areas in the form of annual and multi-year gifts for Education programming. A strong drive to be successful as a team and as an individual, coupled with a deep personal commitment to advance youth education.

This position is responsible for managing all aspects of fundraising for our Education programs. All activity will start from acquiring, identifying, qualifying, cultivating, soliciting and stewarding donations from philanthropists. This employee will be required to maintain a strong external presence at VVF-related events and general community events, and will be expected to demonstrate/document meaningful donor/prospect interaction. Other donor/prospect engagement will come in the form of face-to-face visits and meaningful phone conversations; both of which may be in the form of "joint calls" with members of the VVF Executive Team, the VVF Board of Directors, Education Committee or subcommittees.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned.

- Brings familiarity with education and/or like organizations.
- Identify, cultivate, solicit and steward a portfolio of education prospects.
- Conducts exploratory meetings with prospects to qualify capacity and inclination for investing in Education Programs, and to disqualify as appropriate.
- Execute major gifts fundraising activities for Education.
- Collaborate with VP of Development and Membership, Director of Annual Giving and other team members and volunteer solicitors to identify new prospective donors.
- Provide consistent communication and engagement to develop a positive relationship between the organization and the prospects.
- Interface with Director of Annual Giving and his/her team to coordinate direct mailings and events that drives new activity and new prospecting into Education.
- Through coordination with the Education Donor Committee Chairperson, engage major donor prospects and suspects via personal e-mails, phone calls, letters and meetings in

ongoing communication throughout the year in a volume necessary to achieve major gift and annual giving goals and fulfillment goals.
- Train, supervise and evaluate Education development staff.
- Oversee preparation, submission and follow-up on grants and proposals, including required reports of progress and results.
- Prepare, recommend and administer budgets, plans and policies related to education financial development.

QUALIFICATIONS:

Requirement of 5+ years of fundraising experience with some major gift experience and/or relevant experience in sales, marketing, or other related fields; meaningful experience with donor/client stewardship and cultivation, donor/client solicitation/sales, and donor fulfillment. Further qualifications include the ability to work diligently and independently; the ability to knowledgeably and enthusiastically represent the Vail Valley Foundation; the willingness to travel and work non-traditional hours. The ideal candidate should also possess strong organization and communication skills, adequate technology and database skills, and an undergraduate degree from a four-year college or university.

BENEFITS AND COMPENSATION:

This is a salaried, full time year-round position eligible for all VVF benefits including: health, vision, dental (none of which are currently of any cost to the individual employee); a ski pass; event access; and a 401k.

TO BECOME A CANDIDATE:

Please send a cover letter, resume and references to jobs@vvf.org.