



a seriousfun camp

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| <b>Job Title:</b>  | <b>Development Manager</b> |
| <b>Location:</b>   | Mt. Gilead, OH / Remote    |
| <b>Job Status:</b> | Full-time                  |
| <b>Reports to:</b> | Director of Development    |
| <b>Team:</b>       | Development                |

## Development Manager

As the Development Manager you are driven by a service mindset to increase revenue and engagement from donors and stakeholders. You have a knack for developing new ways for sponsors and donors to give and engage with the organization. Your relationship focused workstyle allows you to create, build and maintain successful partnerships that will benefit and advance Flying Horse Farms' mission. You are laser focused on goals, detailed oriented, and you enthusiastically pursue hitting financial targets. You are a natural communicator who can connect with diverse audiences, always with empathy. You are confident and flexible enough to adapt to unplanned situations of any size with optimism. You simplify the complex and make it look fun and easy.

### Team / Function Overview:

This position will work closely with the Development Team. The **Development Team** is responsible for generating \$3.5M+ in contributed income annually in addition to \$585K in gifts in-kind to support Flying Horse Farms' mission. By engaging donors with camp through cultivation, stewardship, data analysis and authentic experiences, a donor journey is created.

### Responsibilities:

- Develop and secure contributed income to meet set goals including donor support, sponsorships, event ticket revenue, gifts in-kind and other onsite fundraising strategies incorporating web-based auction platforms.
- Develop sponsor solicitation materials including benefit packages.
- Write grants for corporate donors, funders and as needed within the Development Department.
- Work with FHF leadership to identify, solicit and steward sponsors/donors.
- Support engagement of Development Committee to identify, solicit and steward sponsors/donors.
- Conduct and host onsite tours for companies, individuals, and friends of camp on an as needed basis.
- Retain and renew organizational sponsors and devise strategies for donor engagement to increase levels of support.
- Oversee sponsor/event donor recognition and benefit fulfillment.
- Serve as point person for third party events; seek partnerships, determine cost benefit analysis, attend as necessary, and/or arrange for volunteers to attend if necessary.
- Support creation of annual revenue and development plans in partnership with fellow Development team members
- Support monthly reconciliation of donor giving in partnership with fellow Development team members.
- Work with Communications Team to develop messages to donors and sponsors.
- Engage community groups and partners for increased public relations exposure and engagement, (i.e. The Big Table, Rockwell, etc.).
- Routinely update Raiser's Edge with donor, sponsor and volunteer activity and action items.
- Organized stewardship and donor engagement events and activities as needed.

### Required Skills & Experience:

- Bachelor's degree (B.A.) from four-year college or university
- Minimum 5 years of experience in fundraising
- Must thrive on attention to detail, be organized and can multi-task.
- Must be able to work both independently and in a team environment.
- Ability to meet deadlines and goals.
- Excellent speaking and writing skills and comfortable giving presentations to groups.
- Excellent computer skills including Microsoft Word, Excel, PowerPoint, and Outlook
- Ability and willingness to work evenings and weekends as required.
- Ability and willingness to travel to additional markets; reliable transportation is required.

### Preferred Skills & Experience:

- Proficiency in Raiser's Edge donor software (or other donor management software)
- Knowledge of Event Brite (or similar mobile fundraising platforms) a plus
- Knowledge of Ohio's philanthropic communities, specifically Columbus, Cleveland/Akron, Dayton and Cincinnati areas, is desired.

### Physical Requirements:

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of the role. The employee is often required to sit for extended periods of time and use their hands and fingers to manipulate keys on a keyboard. May occasionally be required to lift up to 25 lbs.

### Expectations & Requirements for all Flying Horse Farms Staff

We live our Values. We are each responsible for knowing our values and nurturing our culture:

- **We are All In.** We demonstrate a willingness to do what it takes to get the job done, we are supportive and loyal, show up present and ready and we are passionate about "Campers First."
- **We have an Attitude of Optimism.** We find what's working and make more of that happen, demonstrate adaptability within ambiguity, spread joy and hope and ensure everyone we interact with feels "Welcomed Home."
- **We are Trustworthy.** We are consistent, dependable and steady, truthful and operate with transparency, take ownership for our work and "See the Best" in others.
- **We Take Initiative.** We are driven, work towards goals with fortitude, pay attention to details and find innovative solutions with "Fearless is Free" attitudes.

### One Barn:

At Flying Horse Farms, we believe in providing opportunity to engage and learn cross departmentally. To demonstrate this and underscore our operating core value of All In, every employee at FHF participates in organization-wide and/or cross departmental efforts. While included in all team member position responsibilities is the agreement of "other duties as assigned" or "not assigned," we at FHF desire to be All In and agree too and partner on tasks, projects, and teamwork that support the operations and mission of the organization by completing tasks or assignments that may normally fall outside of your job description. Examples of this include but are not limited to fundraising, event assistance, program

participation, facilities assistance work, "volunteering/working" for a camp session, and supporting alternative revenue efforts as appropriate. At FHF we fondly refer to this approach to All In as The One Barn.

*Flying Horse Farms provides healing, transformative camp experiences for children with serious illnesses and their families - free of charge. Located on 200 acres in Mt. Gilead, Ohio, camp first opened its gates in 2010 and hosts about 900 children and families each year.*

*Flying Horse Farms is the first camp in the Midwest to become a full member of the SeriousFun Children's Network. Founded by actor, philanthropist and Ohio native Paul Newman, the Network is a community of independently managed and financed camps and programs creating opportunities for children with serious illnesses and their families. The Network has evolved from one camp to a global community serving one million children and families across five continents.*

*The children who attend camp have illnesses including cancer, heart conditions, rheumatoid arthritis, blood disorders, asthma, gastrointestinal disorders and facial anomalies.*

*At Flying Horse Farms, for a weekend or week at a time, being sick takes a backseat to being a kid. And fun is priority number one. Campers participate in activities like swimming, boating, fishing, archery, high ropes and arts and crafts. Campers receive first-rate care at our on-site health center, staffed 24/7 by medical professionals from children's hospitals across Ohio and beyond.*

*Flying Horse Farms is an ACA-Accredited Camp with the American Camp Association.*