



## CHRISTIAN STUDENT FELLOWSHIP FULL TIME CAMPAIGN GIFTS OFFICER

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Christian Student Fellowship is seeking an outgoing individual to join our ministry director and philanthropy team in fundraising efforts for a new facility. The Gifts Officer will work with the philanthropy team and is responsible for planning and implementing a program of cultivation and solicitation for individual gift prospects.

Current campaign progress has seen us raise over \$11,000,000 towards our goal. Primary responsibilities and relationships with other people in the institution are outlined below. This position includes a full time salary and benefits package.

### **Duties and Responsibilities:**

1. Work with existing philanthropy team members to set goals and develop a written annual plan for the cultivation and solicitation of gifts for the capital campaign. Progress on this plan will be overseen by and reported to the director of philanthropy.
2. Be responsible for the construction of a prospect portfolio. This includes mining CSF's database to identify new giving prospects, as well as uncovering new potential donors outside of the current CSF donor network.
3. Utilize basic research tools to help confirm key points of consideration in developing relationships with current and prospective donors. Such research items include assessing potential financial capability, special interests of the donor, past history and current connections with CSF, affinity for the University of Kentucky, relational network of the donor, financial contributions to other causes, etc.
4. Carry out personal assignments to identify, cultivate and solicit specific campaign gift prospects, working with other staff, the director, and CSF board members to accomplish goals.
5. Develop and carry out appropriate recognition, involvement and stewardship of major donors.

### **Personality Traits:**

- Personal commitment to the value of the CSF mission
- Enjoy cultivating relationships
- Highly motivated
- Self starter
- Determined
- Attitude of flexibility

For more information or to submit a resume for consideration please reach out to our director of philanthropy.

Gabe Measner

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