



# PRESERVATION RESOURCE CENTER

— of NEW ORLEANS —

## **SEARCH FOR THE DIRECTOR OF DEVELOPMENT New Orleans, Louisiana**

### **THE SEARCH**

The Preservation Resource Center (PRC), the premier advocate for the preservation of New Orleans' historic neighborhoods, architecture, and culture, seeks a driven and dynamic Director of Development to lead the organization's fundraising program. Reporting to the PRC's Executive Director, the Director of Development will craft and implement a comprehensive development strategy that meets the PRC's annual contributed revenue needs, which account for a large portion of the organization's \$2M operating budget each year. The Director of Development will oversee a team of four development professionals and will serve as a member of the organization's leadership team. The strongest candidates for the role will possess meaningful experience in high-functioning development offices; a track record of success in face-to-face donor cultivation and solicitations; experience managing staff; and exposure to large-scale capital and/or special initiative fundraising campaigns.

### **THE ORGANIZATION**

Since 1974, the PRC has been dedicated to the preservation of New Orleans' unique and diverse neighborhoods and its authentic culture. The organization offers an array of programs, classes, tours, and workshops focused on preserving, renovating, maintaining and celebrating the city's historic architecture, while helping residents protect and restore the places that matter most to them. The PRC's offerings are diverse, with a focus on advocating for the community and neighborhoods at the local, state and federal levels; educating residents on a wide range of historic preservation topics via in-person and online programs; safeguarding 140 historic structures via its Preservation Easements program; providing free home repairs to qualified low- and moderate-income residents; guiding and encouraging the acquisition and renovation of vacant and blighted buildings; and promoting awareness through its award-winning publication, *Preservation in Print*, and its Digital Preservation Newsroom.

To learn more about the PRC, please visit [www.prcno.org](http://www.prcno.org).

### **THE ROLE**

The Director of Development will design and execute the PRC's comprehensive annual fundraising program, employing tactical strategies to attract funding from individuals,

corporations, public and private foundations, memberships, and special event opportunities. The Director of Development will be entrepreneurial in their approach, identifying opportunities to upgrade existing individual and institutional donors, expanding and diversifying the PRC's prospect pipeline, and serving as the organization's primary frontline fundraiser. The Director of Development will lead, manage, and mentor a four-person staff team, comprised of the Major Donor and Corporate Relations Manager, Events Manager, Systems Integration Officer, and part-time Membership Assistant.

As the PRC prepares to celebrate the 50<sup>th</sup> anniversary of the organization's continued influence and impact, the Director of Development will play a central role in the planning, launch, and implementation of a campaign effort, working in concert with the organization's senior leaders and outside fundraising counsel to bring the goals of the campaign to fruition.

In terms of specific responsibilities, the Director of Development will:

- Establish and grow an individual major gifts program for the PRC, with an emphasis on attracting new individual supporters at the \$5K+ level to invest in the organization's work.
- Conduct ongoing prospect research to identify new potential sources of major individual and institutional support; establish a robust prospect pipeline to help guide annual fundraising efforts.
- Implement stewardship strategies to engage current donors and deepen donor ties to the organization.
- Identify and secure sponsors to underwrite the PRC's major events and programs, which include Holiday Home Tour; Spring Home Tour; Mid-Century Modern Home Tour; Beams and Brews; Julia Jump; and educational programs.
- Provide high-level oversight for the planning and execution of the PRC's signature annual events.
- Establish and manage a planned giving program for the PRC.
- Oversee the PRC's membership program.
- In concert with other senior staff members, manage the procurement of grant funding from private foundations as well as local, state, and national sources; oversee grant reporting.
- Support the PRC's Board of Directors and Executive Director in all fundraising activities.
- Monitor and evaluate progress toward annual fundraising goals.
- Work collaboratively with other staff members to advance the overarching strategic aims of the PRC.

## **THE CANDIDATE**

While no one candidate will embody all the ideal qualifications and characteristics, the most competitive contenders for the role will possess a solid combination of the following traits and experiences:

- At least five years of experience as a development professional, in roles of progressing responsibility.
- An enthusiastic embrace of the PRC's mission, vision, and values.
- Proven ability to create and execute comprehensive development plans that integrate strategies to secure support across all contributed revenue streams.
- Demonstrated record of success in building individual donor relationships and personally closing major gifts.
- Experience managing or serving as a team member for a campaign effort.
- Expertise in managing public and private grants.
- A track record of success in managing staff teams or staff members.
- Experience overseeing or executing special events and securing special event sponsorships.
- A basic working knowledge of planned giving vehicles.
- A basic understanding of membership programs.
- Knowledge of, and/or exposure within, the New Orleans philanthropic community.
- Superlative written and oral communication skills.
- Solid interpersonal skills; a positive attitude; genuine concern and care for people and community; common sense; the ability to hear the perspectives of others.
- A commitment to collaboration; a willingness to work with staff, Board members, and other stakeholders when needed.
- Experience with CRMs; proficiency in Raiser's Edge is additive.
- A bachelor's degree is required.

## **LOCATION AND COMPENSATION**

Salary for the position is commensurate with experience; the salary range starts at \$100,000. The PRC offers a competitive benefits package. The Director of Development must be located in, or willing to relocate to, the Greater New Orleans area.

## **TO APPLY**

The PRC is partnering with The Jones Group of New Orleans to recruit the organization's next Director of Development. Applications, including a resume and cover letter; nominations; and/or inquiries should be directed to Yvette Jones and Brinkley Serkedakis, in confidence, at [brinkley@thejonesgroupnola.com](mailto:brinkley@thejonesgroupnola.com). No calls, please. For priority consideration, application materials should be received by August 16, 2024.