



Position Description: **Manager of Corporate and Foundation Giving**

Morris Animal Foundation is the largest nonprofit dedicated to improving animal health. With more than 70 years of experience, we have grown to support dogs, cats, horses, llamas and wildlife, funding more studies, in more species, in more places than any other organization. In addition to funding studies, we have begun conducting our own, with the Golden Retriever Lifetime Study now in its fifth year. From pets to wildlife, the work we do advances diagnostic tools, treatments and cures for the world's most critical animal health challenges. To date, our work has supported more than 20,000 species!

The Manager of Corporate and Foundation Giving is responsible for cultivating, stewarding, retaining, and growing corporate and foundation partners. This position reports to the Vice President of Development.

Position Essential Functions:

- Cultivate, steward and retain supporters of the organization
- Maintain a working portfolio of prospects and current partners
- Develop customized stewardship and communication plans
- The Manager of Corporate and Foundation Giving will potentially manage one person
- Exhibit strong creativity in hunting and collaborating with new partners
- Achieve gift revenue and retention goals for corporate and foundation giving
- Secure renewal support from current partners
- Experience in proposal and grant writing
- Expertise in both farming existing donors and hunting new donors
- Grow partner base; identify, quality and solicit new organizational gifts
- Maintain an ethical, positive and constructive attitude while solving problems
- Protect the mission, goals, and values of Morris Animal Foundation
- Maintain accurate records in Raiser's Edge database
- Participate in building a culture of professionalism, respect, integrity, commitment and excellence
- Work strategically and tactically to meet financial objectives

Position Essential Requirements:

- Bachelor's degree
- A proven ability to handle multiple priorities and deadlines
- Results-oriented
- Experience with Raiser's Edge, Outlook and Microsoft Office
- Excellent organizational, interpersonal, and verbal and written communication skills
- Ability to work with all departments in the Foundation to propel the mission forward



- Experience managing a department budget
- A solid understanding of the organization's overall business and objectives
- A multi-tasker with strong work ethic
- Ability to prioritize work, meet deadlines and produce quality results on time with attention to detail
- Strong fundraising experience with three to five years of demonstrated success raising 5 to 6 figure gifts
- Understanding of fundraising best practices and ability to execute a tactical plan
- Must be comfortable in a diverse range of social and business settings and speaking in public
- Ability to travel (50-60% of working time). A valid driver's license is required.

Please email your resume, cover letter and salary requirements in a word document or pdf, labeled with your complete name to Laurie Peterson at lpeterson@morrisanimalfoundation.org. Please list "Manager of Corporate and Foundation Giving" in the subject line of your email.

Incomplete and/or inaccurate applications will not be considered.