

JOB DESCRIPTION

POSITION TITLE: Director of Strategic Philanthropy, Atlanta Jewish Foundation

DEPARTMENT: Foundation

REPORTS TO: Managing Director, Philanthropic Advisory

STATUS: Full-time, Exempt

PRINCIPAL FUNCTION: The Atlanta Jewish Foundation is looking for a seasoned, creative, motivated, flexible, detail-oriented, and proactive Director of Strategic Philanthropy to join our efforts as we expand the ways we engage with donors in the community. You will work with a passionate team of professionals to increase the impact of the organization's work here in Atlanta, in Israel, and the world helping philanthropists give in alignment with their Jewish values. Your core responsibilities will be directly related to strengthening our donor-advised-fund program and growing our visibility and name recognition within the professional advisor community. You will build strong relationships and provide unique engagement opportunities that increase donor satisfaction and deliver greater impact to the community. As a trusted philanthropic partner, you will develop sustained relationships with donors and their families and provide consultation to donors and their professional advisors to retain and grow contributions through philanthropic vehicles to meet donors' needs. You will play a key role in helping the Atlanta Jewish Foundation fulfill its strategic milestones.

ABOUT US: The Atlanta Jewish Foundation is part of Jewish Federation of Greater Atlanta and manages over \$350 million in charitable assets within a portfolio of over 1000 funds, comprised of Donor-Advised Funds, Restricted Funds, Agency Funds and Endowments. As Jewish Atlanta continues to grow, the Atlanta Jewish Foundation intends to play a bold and creative role as the center for Jewish strategic philanthropy.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Oversee and execute the strategy to increase the volume of referrals that come from wealth managers, financial advisors, estate attorneys, etc. You will be responsible for presenting to these professional advisors about the Atlanta Jewish Foundation and cultivate relationships to better serve joint clients and identify prospects. You will also serve as the principal lead for the joint efforts of the Atlanta Jewish Foundation, Community Foundation for Greater Atlanta, and United Way know as ACAN (Atlanta Charitable Advisor Network).
- Develop strategies and tactics to achieve key outcomes based on the Foundation's strategic plan.
- Promote the Atlanta Jewish Foundation's visibility in the greater Atlanta Jewish community by participating in programs and events that showcase our unique capabilities for strategic philanthropy.

- Become a trusted philanthropic partner for a portfolio of high-net-worth fundholders and other key stakeholders. You will serve as their philanthropic advisor and provide opportunities to maximize their philanthropy. This includes but is not limited to convening and facilitating intergenerational family philanthropic meetings, providing annual fund reviews and develop donors' strategies for giving, act as concierge for needs related to grantmaking and grant optimization, etc.
- Partner with colleagues across the Jewish Federation of Greater Atlanta to identify potential new fundholders.
- Identify strategies to increase the amount that fundholders put into their donor advised funds and/or grow their funds to meet the next level of services
- Collaborate with appropriate Foundation staff on donor-related communications (i.e., newsletters, quarterly communications, event marketing, special mailings, etc.) and events.
- Represent the Atlanta Jewish Foundation at various community and Federation/Foundation events.
- Other duties as assigned. May require work outside of regular office hours for events.

QUALIFICATIONS:

Bachelor's degree required, Master's or advanced degree preferred, and 8+ years of experience in fundraising, charitable giving, philanthropic planning and advising, planned giving, customer service, financial services, client services, and/or sales development. Demonstrated understanding and commitment to the Jewish or Atlanta community, strong interpersonal, leadership and organizational skills. Experience in volunteer management and fundraising strongly preferred.

Must have own transportation, valid State of Georgia driver's license and proof of automobile insurance for traveling to outside meetings and events as well as occasional transporting of materials.

PHYSICAL REQUIREMENTS: Minimal physical effort required with intermittent standing and walking and prolonged periods of sitting in meetings or at desk working with computer. Position requires stamina to work extended days to include early morning, evening and weekend events and meetings in addition to the regular work schedule.

COMPENSATION:

The salary range for this position is \$110,000 - \$132,000 plus a comprehensive benefits package. Anticipated salary near midpoint; commensurate with experience.

Jewish Federation of Greater Atlanta provides equal employment opportunities to all applicants and prohibits discrimination regarding race, religion, age, sex, national origin, sexual orientation, gender identity or expression.