



The mission of American Baptist International Ministries is to glorify God in all the earth by crossing cultural boundaries to make followers of Jesus Christ.

INTERNATIONAL MINISTRIES

American Baptist International Ministries (IM) Job Posting Announcement

Assistant Director of Development (2 Open Positions)

Join a vibrant ministry that is helping people all around the world *come* to Christ, *grow* in Christ and *change* their worlds for Christ!

Role and Responsibility: International Ministries (IM) is seeking two Assistant Directors of Development to raise support for ministry programs and services. These positions will be posted in strategic geographic locations that will best serve the needs of IM. As part of the Mission Advancement Team (MAT), they will assist in establishing short- and long-range goals and strategies for identifying funding sources. They will also: manage an assigned list of donors, prospects, congregations and church related groups (e.g., VBS, Sunday school classes, women's groups, etc.) from a designated geographic region for cultivation and solicitation; follow agency protocol in the acquisition, cultivation and solicitation of current and potential donors; implement principles of stewardship and generosity and fundraising programs as directed; serve as ambassadors of the organization; visit with pastors, answer questions and conduct speaking engagements for groups as requested; communicate and collaborate with members of the MAT on speaking events and display opportunities; help acquire new donors; compile and analyze information about potential contributors, including corporations and businesses, to develop a cultivation and solicitation strategy; write to, call or visit potential contributors to inform and educate them about IM and to persuade them to contribute funds or gifts-in-kind by explaining the purpose and benefits of their gift; when necessary, confer with appropriate financial advisors to establish methods of transferring funds to benefit both donors and IM; and attend approved continuing education opportunities (i.e., relevant conferences or training programs). The persons in these positions will travel up to 50% of the time to their designated geographic areas. This will be a remote position with frequent visits to the Valley Forge, PA.

Education, Experience and Competencies: Bachelor's degree (B. A.), with preference given to individuals with previous fundraising and development experience, an understanding of biblical stewardship and generosity and familiarity with American Baptist Churches; a minimum of 5–7 years of development experience with a successful track record of having deepened relationships with existing donors (organizations or individuals) while cultivating new relationships, preferably in a faith-based environment; a passion for IM and an ability to translate that passion into a personal and team-wide pursuit of IM's fundraising goals; a high degree of integrity; and excellent analytical, communication (written and oral, including the ability to develop and write detailed reports), organizational and attention-to-detail skills. Evidence of a global and/or cross-cultural experience is preferred. Applicants must be proficient with Microsoft products and comparable donor-relations software.

Compensation: The competitive compensation package includes employer-paid contributions to a 403(b) retirement plan, healthcare benefits (medical, dental and vision) and paid time off (vacation, sick leave and holidays).

International Ministries serves more than 2,000 volunteer, short-term and long-term missionaries working in 70 countries. If you are ready to be a part of this dynamic organization, send a cover letter, a resume and the names, addresses and phone numbers of three professional references to: jobs@abc-usa.org

This posting will close on December 31, 2014.