



**Beth El**  
SYNAGOGUE

## Director of Charitable Giving

### **About Beth El**

Beth El Synagogue's purpose is inspiring people to live a life of ethics, spirituality, and peoplehood as active participants in, and builders of, Jewish life. What makes us unique:

- A joyous, participatory, multi-generational, Shabbat-centered community
- Animated by a love of God, Torah, and Israel through all seasons of our life
- A congregation completely supported by program fees and tzedakah

Our Core Values guide everything we do:

- **Ruchaniut** - Spirituality through God, Torah, and Israel
- **Kehilla** - Community
- **Chiddush** - Innovation
- **Tikkun Hanefesh** - Self-Improvement
- **Tikkun Olam** - Repairing the World

Enhancing the Beth El community is the Beth El Foundation, which was established in 2014 to ensure our future vitality and financial stability through growing and managing endowment funds that produce income to support our Synagogue indefinitely. Given the Synagogue's philanthropic revenue model, donations and annual endowment distributions are necessary to balance the Synagogue budget and advance our vision.

### **The Opportunity**

As the Director of Charitable Giving, you will be the driving force behind Beth El's philanthropic initiatives, playing a pivotal role in securing the congregation's long-term sustainability. This position reports to the Managing Director and serves as the strategic architect of fundraising efforts across both Beth El Synagogue and Beth El Foundation.

**This role is directly responsible for soliciting and securing individual gifts.** The successful candidate will manage a portfolio of approximately 120 donors, identify, cultivate, solicit, and steward annual and planned gifts ranging from \$1,000 to \$25,000+. Leading the effort to achieve an annual giving goal of \$1.9M, the position is expected to play a pivotal role in meeting annual giving needs while growing support 5-10% annually thereafter.

We are seeking a dynamic professional who can effectively manage annual giving operations while prioritizing relationship-based philanthropic development. The ideal candidate thrives both independently as the primary development officer and collaboratively with leadership, demonstrating exceptional follow-through and relationship-building skills.



## **What You'll Do**

### **Strategic Leadership & Revenue Generation**

- Spearhead and orchestrate comprehensive fundraising strategies for both Beth El Synagogue and Beth El Foundation
- **Directly solicit and secure gifts** from individual donors, foundations, and other funding sources
- Serve as the primary staff lead for the Charitable Giving Committee, providing strategic guidance and operational support
- Design and implement data-driven development plans that inspire greater participation, deeper engagement, and increased giving at all levels
- Identify emerging philanthropic opportunities while addressing the organization's evolving financial needs through thoughtful, strategic planning

### **Portfolio Management & Gift Solicitation**

- **Identify, cultivate, solicit, and steward a portfolio of approximately 120 donors** for annual and planned gifts ranging from \$1,000 to \$25,000+
- Conduct face-to-face solicitation meetings and presentations to secure major gifts
- Develop and execute personalized cultivation and solicitation strategies for each donor
- Track and report on portfolio performance, gift commitments, and revenue projections

### **Annual Giving Management**

- Oversee all operational aspects of annual giving programs, ensuring seamless execution from planning to acknowledgment
- Leverage technology and best practices to optimize donation processes, reporting, and donor communications
- Establish metrics for success and regularly analyze results to continuously improve fundraising outcomes
- Coordinate Beth El Foundation activities, including fund management, donor communications, and distribution processes



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### **Planned Giving Development**

- Develop and implement planned giving programs to secure legacy commitments (training and professional development opportunities will be provided for candidates new to planned giving)
- Educate donors about planned giving options including bequests, charitable remainder trusts, and other deferred giving vehicles
- Work with professional advisors to structure complex gift arrangements

### **Relational Philanthropy Development**

- Cultivate and nurture meaningful, authentic relationships with current and prospective donors
- Partner directly with leadership to conduct impactful donor solicitations
- Create personalized stewardship experiences that deepen donor connection to Beth El's mission
- Develop and maintain a robust donor database that tracks giving history, interests, and engagement

### **Collaborative Leadership**

- Collaborate dynamically with the Managing Director, Senior Rabbi, and team subject matter experts to create compelling case statements and conduct strategic donor meetings
- Work closely with the Board of Directors to help them meet philanthropic goals and fulfill their governance responsibilities
- Provide expert coaching to board members, lay leaders, and volunteers on effective donor engagement techniques and fundraising best practices
- Orchestrate donor recognition events and communications that celebrate generosity and inspire continued support

### **Qualifications & Attributes**

#### **Experience & Education**

- Bachelor's degree required; advanced degree or relevant certification (i.e., CFRE) preferred
- Minimum 5 years of progressive experience in philanthropic development, with **demonstrated success in major gift solicitation**



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- Proven track record in relationship-based fundraising and donor stewardship
- Experience managing nonprofit boards and volunteer leadership teams

### **Essential Skills & Qualities**

- **Comfort and proven success with directly asking for and securing major gifts**
- Self-motivated professional capable of thriving as the primary development officer while collaborating across teams
- Exceptional relationship builder with outstanding interpersonal and communication skills
- Demonstrated ability to forge productive partnerships with organizational leadership, clergy, staff, and volunteers
- Meticulous attention to detail coupled with strategic vision
- Results-oriented mindset with unwavering commitment to follow-through
- Passion for connecting donors' philanthropic interests with organizational priorities
- Adaptability in managing multiple priorities in a dynamic environment
- Proficiency with donor management systems and digital fundraising tools

### **Character Attributes**

- Embodies integrity and discretion when handling confidential donor information
- Demonstrates authentic enthusiasm for Beth El's mission and values
- Exhibits resilience, creativity, and problem-solving prowess
- Possesses cultural sensitivity and commitment to inclusive philanthropic practices

### **Compensation & Benefits**

- Full-time, exempt position requiring some evenings, weekends, and occasional travel
- We value work/life balance and strive to create a supportive schedule that accommodates personal needs while meeting programming demands
- Competitive salary range: \$90,000-\$120,000 (depending on experience)
- Generous paid time off
- Employer-subsidized medical/dental/vision insurance



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- 403(b) retirement account with employer match
- Professional development opportunities, including planned giving training for qualified candidates

### **How To Apply**

Send your cover letter and resume to [jobs@bethelsynagogue.org](mailto:jobs@bethelsynagogue.org)

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*Beth El is committed to creating a diverse and inclusive environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*