



**KidneyCancerAssociation™**

Unstoppable Together.

## **Development Manager**

**Full-Time / Exempt**

**Salary:** \$60,000 - \$70,000

**Location:** Remote

**Travel Expectation:** Minimal

**Report to:** Chief Advancement Officer (CAO)

The Kidney Cancer Association's Development Manager will manage the annual fund, foundation giving (grants), support the CAO in their solicitation of major and planned gifts, and assist the Director of Programs and Partnerships with sponsorships and partnerships.

The successful candidate will be highly detail oriented and organized, cherish relationship building, appreciate collaborations across the KCA, be able to balance multiple priorities, and be focused on strategies that deliver contributed revenue.

This person will be self-motivated, strategically minded and enjoy all phases of development. They will enjoy working on multiple projects and being in an environment of fast-paced growth. They will embody strong leadership and organizational skills, a high level of integrity and work ethic, the ability to work efficiently on a remote team and a dedicated passion for the mission.

**Responsibilities:**

- Oversee the creation and implementation of donor giving benefits/Giving Circles, working closely with the Gift Operations team
- Assist with Annual Fund timeline, strategy, and creative implementation through online appeals and direct mail
- Manage MarketSmart prospecting system
- Coordinate and manage all fundraising volunteer call operations
- Research & write grant applications from family and private foundations to fund vital patient programs and resources
- Work closely with Director of Patient Programs and Partnerships to aid in writing applications for pharmaceutical and corporate sponsorships/partnerships

**Qualifications:**

- 3 years of experience in fundraising required, 5+ years preferred
- Bachelor's degree required
- Proven track record of meeting or exceeding assigned goals
- Superb written, verbal, and organization skills and must be highly detail oriented
- Strong social and interpersonal skills
- Ability to work independently and excel in a collaborative team environment
- Competitive, analytical thinker with a strong drive to learn, improve and succeed
- Takes personal ownership and responsibility for completing assignments and exceeding goals
- Skilled in using Microsoft products including Word, Excel, PowerPoint
- Knowledge of donor database software required

## **About The Kidney Cancer Association**

The Kidney Cancer Association is a global community dedicated to serving and empowering patients and caregivers, and leading change through advocacy, research, and education to be the universal leader in finding the cure for kidney cancer. Founded in 1990 by Eugene P. Schonfeld and a small group of patients and doctors in Chicago, Illinois, the KCA has grown into an international non-profit organization based in Houston, Texas. The KCA promotes scientific advances through two annual research symposia and a robust grant program, participates in legislative advocacy, and seeks to be a source of education and resources for patients, caregivers, and anyone impacted by kidney cancer.

Interested candidates should e-mail resumes to <https://www.linkedin.com/jobs/view/3200277295>.