

## Chief Development Officer

### Endowment Fund for Theological Education in the Central Conferences of the United Methodist Church (Endow F-TECC)

WEBSITE: <https://www.endowftecc.org/>

#### THE ORGANIZATION

The Endowment Fund for Theological Education in the Central Conferences (Endow F-TECC) of The United Methodist Church (UMC) was authorized by the Council of Bishops for the purpose of building an endowment to ensure sustainable funding for theological education in the Central Conferences (Africa, Europe, and the Philippines) of The UMC.

The Endow F-TECC is registered in the State of Tennessee as a 501 C-3 Non-Profit Organization and governed by an international Board of Directors representing United Methodists in the Central Conferences and the United States.

The Board leadership consists of a President and Vice President and a Fund-Raising Committee focused on three areas:

- Episcopal Committees
  - US Episcopal Committee
  - Central Conference Episcopal Committee
- Major Gifts
- Giving Circles

The Endowment Fund seeks to:

**1. Provide funding to the Commission for Central Conference Theological Education:**

- Goal: \$25 Million with funds raised for the endowment, or the income generated from those funds, to be released at least annually to the Commission for Central Conference Theological Education to provide grants to support theological education in the central conferences as outlined in ¶817 of the *2012 Book of Discipline*.

## 2. Provide funding for **Professors of Methodism**:

- Goal: \$10 Million to be administered through the Endowment Fund Board in cooperation with the Commission for Central Conference Theological Education. The Professors in Methodism is a special fund within the Endowment Fund for theological education in Africa, Europe, and the Philippines to provide long-term, sustainable support for salaries of part-time or full-time positions in teaching Methodist history, theology, and polity.

### **THE POSITION**

The Chief Development Officer (CDO) is responsible for planning and implementing an integrated approach to increase the assets of the Endow F-TECC.

The Chief Development Officer plays a critical role by assuring that the Endow F-TECC reaches the next level of giving needed to sustain the required financial support for programs in the areas of:

- Scholarships
- Resource Materials
- New Avenues in Theological Education
- Professors in Methodism

The Chief Development Officer reports to the Board's Executive Committee and works under the guidance of the Co-chairs of the Fund-Raising Committee. The CDO assures achievement of specific revenue objectives and cultivates robust stakeholder engagement. Duties include building relationships mostly with UMC leaders across the United States, along with less extensive activities in Africa, Europe, and the Philippines. The CDO cultivates and drives achievement of fundraising objectives with Endow F-TECC Giving Circles and high-level individual and organizational givers.

## **PRINCIPAL DUTIES**

- Initiates and executes donor prospect strategies for work in cooperation with Annual Conferences in the United States, Central Conferences beyond the U.S., as well as with individual donors. Collaborates with the Co-chairs of the Fund-Raising Committee and other members of the Board of Directors by providing direction to complete necessary activities and make contacts for solicitation and receipt of substantial gifts.
- Manages involvement with prospective and current donors; and prepares reports, briefings, and other materials to support achievement of fundraising goals.
- Assists in developing and implementing a case for the strategic fundraising plans and executes activities that deliver the specified giving levels.
- Establishes Giving Circles across the Annual Conferences in the U.S. and each of the Central Conferences and implements activities that promote financial gifts to the Giving Circles.
- Works with the leadership of The UMC to identify individuals with capacity for a major gift and solicits the participation of the donors.

## **REQUIREMENTS**

- Proven success in building productive, long-term relationships with influential leaders resulting in the identification and recruitment of active donors including individuals making major gifts. Candidates must have a proven record of successful fund raising that demonstrates their potential for achieving gifts and pledges averaging a total of at least \$5 million annually.
- Appropriate educational achievements in disciplines related to campaign design and management. Minimum of 5 years' work experience

demonstrating competency in campaign plan design with excellent performance in communications/marketing.

- Preference will be given to candidates with experience and success in working with leaders at all levels of The United Methodist Church including Bishops, members of governing boards, staff of general agencies, and annual conference leaders; understanding the interrelationships required to initiate high value donor opportunities and propel them forward to secure major gifts and pledges.
- Demonstrated ability to think strategically and to shape messaging that moves individuals and institutions across the spectrum of donor prospect development, culminating in solicitations appropriate to Endowment Fund priorities and donors' interests.
- The ability to make effective, efficient decisions to sustain momentum in implementing the donor strategy and related processes.
- Familiarity with relevant U.S. tax and charitable gift laws and planned giving vehicles.
- Proven ability to interact effectively and work collaboratively with volunteers representing varied social, educational, professional, and geographical backgrounds.
- Superior written communication and presentation skills and ability to discern and articulate pragmatic needs, goals, and priorities.
- Willingness to travel nationally and to a limited extent internationally for the purpose of cultivating prospects and soliciting gifts.

**To apply or for more information contact:**

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