



## **PARTNERSHIP FOR PUBLIC SERVICE**

Better government. Stronger democracy.

**DIRECTOR, MAJOR GIFTS & INDIVIDUAL GIVING  
Washington, DC (Hybrid)**

**DRi Waterstone**  
HUMAN CAPITAL

**DRiWaterstone Human Capital**  
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## OVERVIEW

The **Partnership for Public Service** is a nonpartisan, nonprofit organization dedicated to building a better government and a stronger democracy. Central to this mission is our work to connect the government with those it serves by protecting it from harm and reimagining the way it works on behalf of the public.

Building on our over 20 years of experience, we:

- ❖ Prepare civil servants to navigate an increasingly complex federal environment
- ❖ Educate and engage the public about the value of government and how eroding its capacity hurts communities nationwide
- ❖ Collaborate with a range of stakeholders to advance bold reforms that seek to make our federal institutions more effective, responsive and accountable to the American people
- ❖ Equip and advise government leaders at the federal, state and local levels to develop critical skills for effective public service.

Our staff, diverse in experience and perspective, is mission-driven, creative, collaborative, optimistic and inclusive. Our work is strategic, fast-paced and guided by our values:

- ❖ Passion for public service and our work toward more effective government
- ❖ People who promote a culture of learning, leadership, collaboration, inclusion and respect
- ❖ Persistence to drive change, take strategic risks and deliver results
- ❖ Promise to be trustworthy, nonpartisan and fiscally responsible

We hire smart and friendly people who are great at what they do and good to one another in the process.

### Culture Statement

We are a purpose-driven, people-centric and fast-paced organization that performs at a high level and carefully stewards our resources. We value different perspectives, backgrounds and capabilities, treat each other with respect at all times, are collaborative and results-oriented, and are passionate about building a better government and a stronger democracy. We are a community that has fun, celebrates our successes, is curious, innovates and learns from our mistakes, and consistently seeks to improve as a means of increasing our impact. We take collective responsibility for creating, shaping and fostering the environment we want for our community.



## THE OPPORTUNITY

The **Director, Major Gifts and Individual Giving** will develop and execute a long-term fundraising strategy to significantly grow individual support for the Partnership and its programs. Reporting to the Senior Vice President, Development, the director will be responsible for all stages of donor and prospect relationships, including cultivation, solicitation and stewardship. They will use creative techniques to identify prospective donors, establish new methods for engagement and cultivation of current donors and prospects, and orchestrate staff and board members to support fundraising efforts for contributions of \$5,000 or more.

### **Strategic:**

- ❖ Develop and execute a growth-oriented major gifts strategy and guide and oversee a mid-level giving strategy as crucial components of the organization's revenue portfolio.
- ❖ Determine and carry out individualized engagement and solicitation strategies for 80+ active donors and prospects, conducting regular portfolio review meetings with the SVP of Development and President and CEO and adapting as needed.
- ❖ Cultivate and secure large, multi-year, sometimes complex seven-figure gift commitments.
- ❖ As opportunities emerge, assist in the design and execution of fundraising campaigns.
- ❖ Formalize and promote planned giving as part of a range of options for donor support.
- ❖ In collaboration with the Manager, Major Gifts, develop and execute a process for moving 80 or more qualified prospects through a thoughtful cultivation process.

### **Analytical/Tactical:**

- ❖ Work collaboratively with the President and CEO and the SVP of Development to establish revenue goals in alignment with the organization's strategic plan, priorities and needs.
- ❖ Develop a deep understanding of the Partnership's mission, programs and impact, and convey this information in ways that build interest and deepen donor engagement.
- ❖ Supervise the Manager, Major Gifts and guide and mentor the Development Manager to maximize results. Work collaboratively with other members of the team and across the organization.
- ❖ Operate in full compliance with the Partnership's gift acceptance policy and business practices.



## THE OPPORTUNITY (Continued)

### **Critical Relationships/Influence:**

- ❖ Serve as a strategic thought partner and advisor to the President and CEO, board chair and others in the cultivation and solicitation of key donors.
- ❖ Prepare the President and CEO, Management Team members and volunteers for donor and prospect meetings. Participate in meetings, contribute to or lead conversations, and conduct appropriate follow-up.
- ❖ Work collaboratively with the SVP of Development and Director, Board Relations and Development Operations to engage board members in the identification of new individual prospects, as well as the cultivation, solicitation and stewardship of others.
- ❖ Actively engage with program leads to define, scope and present opportunities to prospective donors.
- ❖ Work in close collaboration with the Manager, Major Gifts to conceptualize, plan and execute small virtual and in-person cultivation events.
- ❖ Work in close collaboration with the Development Manager to oversee small and mid-level donor efforts, including the Partners in Service program.



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## THE CANDIDATE

### Key Competencies:

- ❖ Demonstrated ability to identify new donors, broaden a donor base and ultimately increase annual revenue.
- ❖ Collaborative, flexible, positive team-player committed to working across teams and ensuring the success of the entire organization.
- ❖ Outstanding oral and written communication skills.
- ❖ Excellent judgement and decision making.
- ❖ Strategic thinking.
- ❖ Ability to work well in a dynamic, fast-paced environment.
- ❖ Commitment to the values of public service and the mission of the Partnership for Public Service.

### Required Education and Experience:

- ❖ Bachelor's degree required or equivalent professional work or military experience.
- ❖ At least 10 years work experience, with a successful track record in the management of a major or special gifts program including identification, cultivation, solicitation and stewardship of high-level donors.
- ❖ Record of successfully identifying and securing gifts ranging from \$25k - \$1M+ from individual donors, including multi-year gifts.
- ❖ Demonstrated leadership and management experience.
- ❖ Familiarity with and commitment to using donor relationship management systems; knowledge of Salesforce is preferred.
- ❖ Preferred qualifications include experience leading capital campaigns, knowledge of prospect research, and prior supervisory experience.

### Supervisory Responsibility / Reporting Structure:

This position reports to the Senior Vice President, Development. This position supervises the Manager, Major Gifts.



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To learn more and to submit an application, please visit:  
<https://driwaterstonehc.com/position/dir-mg-ig-pps/>

**Salary and Benefits:** The starting salary for this position is \$125,000 - \$150,000. The Partnership offers a compensation package that includes a competitive salary; medical, dental and vision coverage; life insurance; long- and short-term disability insurance; a 401(k) program with a 4 percent employer match; opportunities for training and development; transit benefits; 15 days of annual leave per year, 10 days of sick leave per year, plus all federal holidays and the day after Thanksgiving off; and use of an on-site exercise facility.

**Location and Travel:** Washington, DC (Hybrid). This job operates in a hybrid (remote + office) environment in Washington, DC. The successful candidate must be a permanent resident in the Washington, DC, Maryland or Virginia area. The person in this role is expected to work in the office, on average, three days per week – with Wednesday as the required day in-office. If travel occurs, it is usually during the business day. Some out of the area and/or overnight travel may occasionally be required.

**Equal-opportunity Employer:**

The Partnership adheres to all federal, state and local employment laws. Partnership for Public Service is an equal opportunity employer and will not discriminate against any applicants for employment on the basis of race, color, religion, sex, sexual orientation, gender identity, age, caste, national origin, citizenship, immigration status, veteran status, disability; or on any other basis prohibited by law.

**About DRiWaterstone**

DRiWaterstone is a women-founded and led executive search firm recognized by Forbes magazine as one of the leading executive recruiting firms in the U.S. With a focus on purpose and mission-driven organizations, we provide executive search and strategic consulting services to help regional, national, and international clients grow, thrive, and excel.