



Director of Corporate, Foundation, and Government Giving

Position: Full Time / Salaried / Exempt

Supervisor: Chief Development and External Affairs Officer

SUMMARY: The Director of Corporate, Foundation, and Government Giving is a key member of the Development team, responsible for driving the organization's fundraising strategy across corporate, foundation, and government sectors. Working closely with the Chief Development and External Affairs Officer, this position will play a pivotal role in identifying, cultivating, soliciting, and stewarding new donors for the portfolio, as well as managing grant writing and reporting responsibilities. The Director will actively secure funding from local, state, and federal sources to support the organization's mission and programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Donor Identification, Cultivation, and Stewardship

- Execute a strategic plan to identify and cultivate relationships with corporate, foundation, and government donors.
- Research and assess prospective funding opportunities aligned with organizational priorities.
- Maintain strong relationships with assigned donors through consistent engagement, personalized communication, and recognition efforts.

Grant Writing and Management

- Collaborate with the Chief Development and External Affairs Officer to write and submit compelling grant proposals to corporate, foundation, and government funders.
- Manage the grant application process, including deadlines, documentation, and compliance with funder requirements.
- Track and report on grant progress, ensuring timely submission of all required reports and updates to funders.
- Coordinate with Finance for the development of grant budgets and accurate spending reports.

Fundraising Strategy and Execution

- Partner with the Chief Development and External Affairs Officer to develop and implement strategies to secure funding from local, state, and federal government sources.
- Create tailored sponsorship and partnership proposals for corporate donors.
- Represent the organization at donor meetings, events, and presentations to build awareness and secure support.

Collaboration and Teamwork

- Work collaboratively with the Development team to achieve organizational fundraising goals.
- Coordinate with program staff to align funding opportunities with organizational needs and priorities.
- Participate in cross-departmental initiatives to strengthen donor engagement and retention.

General Duties

- Adheres to Agency and Department policies and procedures.
- Maintains work consistent with Department/Team Quality Assurance Standards.
- Performs other duties as designated by supervisor or agency to include assistance with events.

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in a related field (e.g., nonprofit management, communications, public administration) or equivalent experience.
- Minimum of 5 years of experience in nonprofit fundraising, grant writing, or related fields, with a proven track record of securing significant funding.
- Strong understanding of corporate, foundation, and government funding landscapes.
- Exceptional written and verbal communication skills, with the ability to craft persuasive proposals and presentations.
- Demonstrated ability to manage multiple projects, meet deadlines, and work in a fast-paced environment.
- Proficiency in donor management software and grant tracking tools.
- Commitment to the mission and values of the organization.

OTHER SKILLS, ABILITIES, AND QUALIFICATIONS:

- Veteran Preferred.
- Comprehensive knowledge of regional veteran services and resources.
- Excellent multi-tasking and time management skills.
- Broad capacity for global thinking and creative problem solving.
- Ability to motivate clients toward success.
- Compassionate, energetic and team focused.

COMPENSATION

- Salary is competitive and commensurate with experience.
- Comprehensive benefits package, including health insurance, retirement plan, and paid time off.

BENEFITS:

Fun, mission driven culture; excellent PTO policy; 401K and subsidized health care, dental and vision plan.

HOW TO APPLY:

A resume and cover letter should be submitted to jobs@osdt.org. No phone calls please. Selected candidate must pass a drug test and background check.

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