



NW ASSOCIATION
FOR
BLIND
ATHLETES

Regional Development Manager - Idaho

Join an organization that empowers people to turn their ambition into opportunity. Northwest Association for Blind Athletes (NWABA) is on the cusp of an exciting time of growth. NWABA is a regional organization with a mission to provide life-changing opportunities through sports and physical activity to children, youth, and adults who are blind or visually impaired.

We are committed to cultivating opportunities for individual and organizational growth. Energized by an entrepreneurial spirit and the drive to excel every day, NWABA invests heavily in the people and resources needed to successfully deliver on our mission. Looking to the future, the organization has the infrastructure, capabilities, and technology to significantly expand our presence and impact across Idaho, Washington, Oregon, and beyond.

At NWABA, we operate with full transparency, bringing honesty and integrity to everything we do. We welcome, serve, and support all people with dignity and respect. And we bring steadfast determination in pursuit of our mission and our goals. Our next Regional Development Manager will embrace our values, champion our mission, work with passion, and deliver extraordinary results.

To learn more, we invite you to visit the NWABA website: www.nwaba.org

Your Opportunity:

We seek an entrepreneurial and forward-thinking **Regional Development Manager** to join our growing development team. This individual will work with the entire NWABA organization to develop and execute projects that engage the community in making a difference for individuals who are blind and visually impaired. The **Regional Development Manager** will have the opportunity to actively and strategically grow the organization's presence and impact, and be accountable for the following:

- Create, build, and sustain individual and corporate relationships that will drive revenue growth in our strategic growth areas including the state of Idaho and eventually the Puget Sound area.
- Plan and execute special fundraising events – in-person, hybrid or virtual - in the strategic growth areas with support of the development team.

This is a full-time salaried position and reports to the Director of Development & Communications. **NWABA offers competitive compensation including health insurance, generous PTO, a 403(b) savings plan (3% match) and paid holidays.** Travel to other strategic growth areas is expected, but the position holder will work from our new office in **Eagle, Idaho**. Set in the Boise Foothills, Eagle is a quaint suburb known for its golf courses, spas, and green spaces like riverside Eagle Island State Park, with hiking trails, a swimming beach, and a zip line course. Vendors selling produce and crafts set up in Heritage Park for the popular Eagle Saturday Market, which also features local music. Dining options include brunch spots, Italian restaurants, and wine bars.

Job Responsibilities:

- **Development & Fundraising**
 - Create and implement strategy to build a diverse pipeline of annual contributors, major donors and corporate partners across identified strategic growth areas including the state of Idaho and eventually the Puget Sound area in that order.
 - Initiate contact with donors, align giving priorities, and successfully solicit gifts.
 - Carry and expand a portfolio of 75+ individual donors and corporate prospects over time.
 - Steward donor relationships by ensuring fulfillment of benefits, along with consistent, creative and valued appreciation activities
 - Actively participate as a member in city chambers of commerce and/or business alliance organizations in the growth areas.
 - Work with the Program Specialist to collaborate on strategic engagement opportunities in order to drive athlete, volunteer and donor participation.
 - Participate in program events in the strategic growth area as time allows.

- **Events**
 - Serves as the project manager for fundraising events across identified growth areas.
 - Exceed budgeted revenue goals for internal and third-party events throughout the year
 - Manage the budget for internal events ensuring that revenue and expenses are effectively managed and adjusted throughout the fiscal year as indicated or needed; provide progress reports and revenue/expense projections.
 - Manage event logistics including but not limited to site selection, catering, marketing, audio/visual, scripts, slideshows, creation of event programs, coordinating speakers, talking points, and run of show with support from the development team.
 - Leads and participates on various event committees with volunteer leaders and other team members.

- **General**
 - Work with the development team to achieve NWABA's annual fundraising goals.
 - Other duties or special projects as assigned by the Director of Development & Communications and/or President & CEO.

Desired Knowledge, Skills and Abilities:

- Bachelor's degree or equivalent combination of education and experience.
- At least 3+ years of progressive fundraising experience.
- Track record of consistent fundraising accomplishments.
- Proven success in a highly entrepreneurial non-profit environment.
- Proficiency in Microsoft Office Suite; familiarity with Greater Giving (event auction software) is a plus.
- Prior use of Donor CRM (Raiser's Edge, E-Tapestry) is desirable.
- Outstanding writing and grammar skills.
- Highly organized with excellent attention to detail.
- Ability to work as a team member and to establish and maintain effective working relationships through successful interpersonal, written and verbal communication.
- Ability to prioritize and manage multiple tasks.
- Must be self-directed, able to work both independently and in a team, and to take direction when given.

- Ability to travel approximately 50 – 60% of time as needed throughout our service area (WA, OR, ID and MT) including air travel.
- Ability to work some evenings and weekends throughout the year when required.
- Must possess a valid state-issued driver's license and be comfortable driving organization-owned vehicles in support of job responsibilities.

Application Instructions:

For consideration, please email a complete packet to our hiring process facilitator:

RDM@TJandassociates.com

1. Résumé including work history (months and years).
2. A cover letter that discusses each of the following:
 - a. Why are you interested in joining the Northwest Association for Blind Athletes team?
 - b. Please summarize the connection between your knowledge, skills and experience and the Regional Development Manager role.
 - c. Describe a donor relationship you helped foster and was transformational for the organization. What was your role? What was the end result (including metrics)? What did you learn?

Reference and background checks (including MVR) are steps in our hiring process.

We look forward to receiving your materials!