



TEXAS DEVELOPMENT DIRECTOR

Job Description

June 2019

Objective: The Texas Development Director position will be responsible for implementing the development strategies for the Center for Youth Ministry Training's Texas Region. Reporting to the Development Director, the TX Development Director's primary responsibility is to generate greater and more sustainable revenue for CYMT by expanding CYMT's support in the Texas Region. This position will work closely with CYMT Area Boards in Texas.

Supervision: The Texas Development Director reports to the Development Director

Hours/Compensation: Full-Time, TBD based on experience

Responsibilities:

- Implement the annual development plan and strategy that enhances CYMT's relationship with donors and investors in Texas
- Work with CYMT Executive staff to develop area boards to carry out development efforts in: Austin, Houston, Dallas, and San Antonio.
- Train Texas Area boards in fundraising and networking efforts
- Cultivate and nurture relationships with current and potential donors
- Research grant sources, write grant proposals and reports to foundations
- Develop and grow individual donor base; manage annual giving campaign; cultivate major gifts
- Manage CYMT donor database and records
- Supervise development of Texas donor communications
- Work with the Austin Area Board to increase fundraising from \$30,000 to \$50,000 over next year
- Lead and manage CYMT's development efforts to reach our five-year Texas development goals increasing annual support from \$100,000 to \$300,000

Education:

- Bachelor's degree

Qualifications:

- 5+ years of development experience in a service industry or with a non-profit
- Proven track record of achieving revenue targets
- Proven management and leadership capabilities
- Strong verbal and written persuasive communications skills

- Demonstrated ability to think strategically and thorough understanding of strategic development
- Demonstrated ability to prospect, cultivate, and manage new donors
- Strong event planning skills
- Good computer skills and knowledge of database programs (CYMT uses Salesforce for donor and data management)
- Familiarity with mainline churches and youth ministry
- Passion for youth ministry and the growth of the CYMT.

To apply for this position, please send a copy of your resume and cover letter to apply@cymt.org. For transparency, please include your salary expectations so that we can quickly determine if your salary needs align with CYMT's budget.