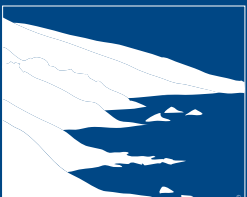




———— Now Hiring ————

# Chief Philanthropy Officer



**BIG SUR**  
LAND TRUST

Big Sur Land Trust is a non-profit organization with a mission to inspire love of land across generations, conservation of our unique Monterey County landscapes, and access to outdoor experiences for all. We see a future where natural landscapes, working lands, urban open spaces and healthy communities are cared for by people who share a love of nature and a deep appreciation for the richness of their diverse cultures.



# Opportunity

The Chief Philanthropy Officer is a strategic leader responsible for designing, implementing, and managing a comprehensive fundraising program aligned with Big Sur Land Trust's mission and growth objectives. Reporting directly to the President and CEO, this position collaborates closely with the Board of Directors, senior staff, and volunteers to secure significant philanthropic resources.

## Details

**Job Title:** Chief Philanthropy Officer

**Location:** In-Office

**Status:** Full Time, Exempt

**FTE:** 100%

**Reports to:** CEO/ President and is a member of the Executive Team

### EEO:

Big Sur Land Trust provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, or genetics.







# Essential Duties and Responsibilities

- Develop, oversee, and implement comprehensive fundraising strategies across individual, corporate, foundation and planned giving.
- Manage a personal portfolio of approximately fifty high-capacity donors, ensuring at least six strategic donor meetings per month.
- Collaborate actively with the CEO and BOD to cultivate, solicit, and steward major gifts and enhance board involvement in fundraising.
- Lead the Board Development Committee, provide agendas, staff board led initiatives, and support board focused fundraising activities.
- Lead planning and execution of capital campaigns, special initiatives, and major fundraising projects.
- Oversee the growth and strategic development of endowment and planned giving programs.
- Conduct monthly fundraising strategy meetings to review progress, address challenges, and adapt strategies.
- Supervise, mentor, and establish individual performance metrics for a high-performing development team, setting clear objectives, conducting regular evaluations, and facilitating professional development.
- Set, monitor, and meet annual fundraising goals, ensuring alignment with organizational strategic plans and financial needs.
- Ensure accurate and timely reporting and analysis of fundraising activities to inform organizational strategy and decision-making.
- The Major Gift Officer, Annual Fund Manager, Institutional Giving Manager, Database Manager, and Communications Manager all report to the Chief Philanthropy Officer.
- Report Development Team progress monthly to the President/CEO and the Chair of the Development Committee.

# Position Success Metrics

- Achieve an annual revenue target of \$4M or more.
- Successfully execute the annual strategic fundraising plan.
- Demonstrate significant major gift pipeline growth and high closure rates.
- Foster active and productive board engagement in fundraising activities.
- Maintain high levels of staff retention, satisfaction, and performance within the development team.



## Organizational Culture and Values

**Mission-Driven:** Big Sur Land Trust has a mission to inspire love of land across generations, conservation of our unique Monterey County landscapes, and access to outdoor experiences for all. The Chief Philanthropy Officer should be passionate about the mission.

**Accountability and Integrity:** Big Sur Land Trust upholds the highest standards for financial management and donor/funder trust. The Chief Philanthropy Officer will build upon BSLT's longstanding positive reputation.

**Teamwork and Collaboration:** The Chief Philanthropy Officer works as part of the executive team, in heavy collaboration with department heads (Vice Presidents and Directors) as well as the CEO/President, CFO/COO, and Director of Finance.

**Impact and Purpose:** The Chief Philanthropy Officer works to bring in the financial resources needed to support BSLT's ambitious conservation and community goals while valuing every gift as an act of trust.

**Relationship Centered:** BSLT puts relationships at the center of our work. The Chief Philanthropy Officer will model trust and positive relations within the team and with our supporters.



# Qualifications

## Experience, Knowledge, and Skills

- Minimum 7-10 years of progressively responsible fundraising experience in nonprofit organizations.
- Proven record of securing major gifts, managing capital campaigns, and developing strategic fundraising plans.
- Strong leadership, management, coaching, and team-building skills.
- Excellent interpersonal, communication, and relationship-building skills.
- Bachelor's degree and CFRE certification a plus.
- Experience with CRM and donor databases (Salesforce or equivalent) and proficiency.
- Strong understanding of Moves Management concepts.
- Strong commitment to the mission and vision of Big Sur Land Trust.
- Experience in conservation or related NGO a plus.
- Willingness to occasionally work evenings or weekends.
- Proficiency with Microsoft Office applications including Office 365, MS Word, Excel, PowerPoint, and Outlook. Experience with database systems is a plus.



# Compensation

The annual salary range is **\$160,000 - \$180,000**, depending on experience and qualifications. BSLT offers a competitive benefits package including an extensive health plan, which includes medical, dental, and vision coverage and life insurance; contributions to a 403(b); and paid holiday, vacation, and sick leave.

## How to Apply

The following **three items** are required to be considered for the position:

1. Your resume.
2. A letter of interest that addresses qualification requirements and notes availability to start.
3. Please E-mail the completed application to [employment@bigsurlandtrust.org](mailto:employment@bigsurlandtrust.org). Applicants with the most relevant experience and qualifications suitable for the position will be contacted for interviews. No calls, please. The position is available immediately and will remain open until filled.

## We want to meet you!

Research shows that many applicants who identify as female or as a person of color are reluctant to apply unless they meet every listed requirement. We encourage applications from candidates who may not meet all the listed requirements, but who believe they can grow and thrive as the Chief Philanthropy Officer.

For more information about BSLT, please visit [www.bigsurlandtrust.org](http://www.bigsurlandtrust.org).

