



## Northeast Regional Development Officer

Location: Northeast Region, USA

Reports To: Chief Development Officer

### About ORT

ORT America, (OA), is the largest fundraiser for World ORT's global education network. For more than 140 years, ORT has provided access to educational resources and job-training in under resourced communities in 40 countries throughout Israel, Ukraine, Europe, Latin America, and beyond. ORT schools and job training programs support thousands of educators who teach core STEM (Science, Technology, Engineering & Math) subjects and facilitate Jewish experiences so that students and families can participate in a vibrant Jewish life

### Job Summary

ORT America is seeking a dynamic and results-oriented Northeast Regional Development Officer to join our fundraising team. This role focuses on identifying new prospects, stewarding an existing portfolio of donors, partnering with the CDO to manage and develop relationships with Jewish Federations in the northeast and implementing major gifts fundraising strategies to support the mission of ORT America. The ideal candidate will have a proven record of accomplishment in major gifts fundraising, excellent relationship-building skills, and a passion for advancing education as a gateway to success through ORT's global network of schools and programs.

### Key Responsibilities

- **Prospect Identification and Cultivation:**
  - Identify and research potential major gift prospects within the Northeast region.
  - Develop and implement strategies to cultivate relationships with new donors.
  - Maintain a robust pipeline of major gift prospects.
- **Major Gifts Fundraising:**
  - Develop and execute major gift fundraising strategies to meet annual revenue goals.
  - Solicit major gifts through personalized outreach, including face-to-face meetings, phone calls, and written communications.
  - Prepare and present compelling proposals to prospective donors.
- **Donor Stewardship:**
  - Ensure timely and appropriate acknowledgment of major gifts.
  - Develop and implement stewardship plans to maintain and deepen relationships with major donors.
  - Provide regular updates to donors on the impact of their contributions.
- **Collaboration and Coordination:**
  - Work closely with the Chief Development Officer and other team members to align fundraising efforts with organizational goals.
  - Collaborate with program staff to understand funding needs and develop case statements.
  - Participate in regional and national fundraising events and activities.

- **Reporting and Data Management:**

- Maintain accurate records of donor interactions and contributions in the donor database.
- Prepare regular reports on fundraising activities and progress towards goals.
- Analyze fundraising data to inform strategy and improve outcomes.

## Qualifications

- Bachelor's degree in a related field; advanced degree preferred.
- Minimum of 5 years of experience in major gifts fundraising, with a proven record of accomplishment of securing significant donations.
- Strong understanding of fundraising principles and best practices.
- Excellent interpersonal and communication skills, with the ability to build and maintain relationships with diverse stakeholders.
- Highly organized, with strong project management skills and attention to detail.
- Ability to work independently and as part of a team.
- Willingness to travel within the Northeast region as needed.
- Computer proficiency in advanced functions of Microsoft Word, Excel, Outlook, and other programs as needed. Raiser's Edge experience a plus, familiarity with Office 365 a plus.
- Experience with or knowledge of Jewish Community desirable.

## Benefits

- Competitive salary and benefits package.
- Opportunity to make a significant impact on the mission of ORT America.
- Professional development and growth opportunities.

## Compensation

- Salary range \$135,000 – 150,000 commensurate with experience.

## Application Process

Interested candidates should submit a resume and cover letter detailing their qualifications and experience to Judy Alperin, Chief Development Officer, [jalperin@ortamerica.org](mailto:jalperin@ortamerica.org).