



You Medical is a faith-based 501(c)(3) non-profit organization supported by the generosity of our community and was founded in our community in 1988.

Our clients receive quality medical care, free of charge or at low cost.

You Medical is a place where you can grow into the fullness of who you were called to be—including your job. We care for our people and equip them with tools to take on meaningful work to serve our community.

DONOR DEVELOPMENT MANAGER

The Donor Development Manager works with the Executive Director to establish and oversee a fund development plan. This person is key to event planning and campaigns that will encourage financial and community support for You Medical. Activities will be consistent with the mission and goals of the ministry, and will reach individuals, businesses, churches, agencies, and other organizations in the community.

Reports to: Executive Director

Supervisory Role: Volunteers and Consultants assigned to Development Team.

FLSA Status and Job Classification: Full time, Non-exempt, 32-40 hours per week

Qualifications

- Be a committed Christian who demonstrates a personal relationship with Jesus Christ as Savior and Lord.
- Exhibit strong commitment and dedication to the pro-life position and sexual purity.
- Agree with and be willing to uphold the Statement of Faith, Statement of Principle and Policies of You Medical, and Theology of Development.
- Proficient in Microsoft Office Suite applications, including Excel, Word, PowerPoint, and Outlook.
- Must have strong and effective communication skills (oral and written).
- Bachelor's degree preferred in one of the following: business, social science or related field or have 4 + years full time related experience.
- 1+ years' experience in public relations, marketing, development, fundraising, event planning, and/or managing projects.

Skills and Abilities

- Ability to maintain confidentiality of sensitive information.
- Must have strong and effective communication skills both oral and written. Comfortable with public speaking.
- Excellent organizational skills, with good follow-through. Self-Starter.
- Ability to supervise, delegate, and oversee contractors, and volunteers.
- Knowledge of local resources, community members, affiliates, and donors.
- Able to be flexible, manage change, and multi-task, with solid decision-making.
- Working knowledge of standard office procedures and technologies such as phone, computer, printer, photocopier, scanner, fax machine.



Major Responsibilities

- Represent You Medical in public forums to raise awareness of and support for You Medical. Comfortable in communicating with donors and future donors both in person and electronically.
- Implement an annual strategic development plan based on biblical giving principles that incorporates a variety of fundraising/development approaches (grants, ongoing gifts, major gifts, planned giving, special events, and other activities) to meet or exceed planned income budgets to support community needs.
- Leadership in planning and coordinating events in the community.
- Work closely with the Executive Director to develop and maintain strong working relationships with key contacts within the community; including individuals, businesses, churches and liaisons, civic groups, and philanthropic prospects in the effort to increase awareness of the ministry; identify potential fundraising opportunities within these groups and implement a course of action for donor and volunteer recruitment and participation.
- Assist with developing proposals and marketing materials to reach current and future donors.
- Manage and track donor engagement and relationships.
- Identify, plan, and execute fundraising campaigns and events designed to promote the financial health of You Medical.

Other duties as assigned.

<https://www.youmedical.org/jobs/>