



# Building Today's Youth into Tomorrow's Leaders of Character!

## Anthony Wayne Area Council, BSA

### Development Director

#### The Values of Scouting!

##### The Scout Oath

*On my honor, I will  
do my best to do my  
duty to God and  
my country and to  
obey the Scout  
Law; to help other  
people at all times;  
to keep myself  
physically strong,  
mentally awake  
and morally  
straight.*

##### The Scout Law

A Scout is:  
Trustworthy  
Loyal  
Helpful  
Friendly  
Courteous  
Kind  
Obedient  
Cheerful  
Thrifty  
Brave  
Clean  
Reverent

#### Position Summary:

The Anthony Wayne Area Council, Boy Scouts of America provides the values-based youth leadership development programs of the Boy Scouts of America to the families and communities of 11 counties in Northeast Indiana. The Council is currently seeking a Development Director to oversee and manage our fundraising and development initiatives including our annual campaign, special events, product sales, grants and United Way proposals. The successful candidate will be responsible for working closely with the Executive Director and key volunteer Executive Board members to develop our fund-raising campaign plans, communicate with current and prospective donors and building a stronger volunteer team for our council.

#### Qualifications:

- Must embrace the values and mission of the Boy Scouts of America.
  - Strong interpersonal, communication and writing skills.
  - Have knowledge and experience in fund-raising techniques.
  - Possess the skill to coordinate and motivate staff, board members and other volunteers.
  - Have a proven desire to get out of the office and build external community relationships.
  - Be an independent worker that exhibits "follow through" on tasks and goals.
  - Must have a vehicle and be licensed to drive in support of the position.
- Reimbursement for business mileage and expenses are included.
- A bachelor's degree.
  - Working knowledge of Microsoft Office suite.
  - Have the willingness and ability to be successfully approved as a registered adult member of the Boy Scouts of America. Registration includes a nationwide criminal background check and mandatory training in the BSA Youth Protection guidelines.
  - 3 years minimum experience in professional fund-raising, preferably in the Northeast Indiana area.



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## **Job Responsibilities:**

1. Develop and implement a comprehensive annual fund-raising plan for the council.
2. Meet with key volunteers, prospective donors and supporters on a continual basis to establish effective relationships and ongoing communications.
3. Recruit and coordinate staff and volunteer committee efforts to successfully achieve special event (Leadership Breakfast, Golf Tournament, Dinner/Auction) goals.
4. Direct the annual fund program including coordination of proposals to past donors as well as identification and solicitation of potential new donors.
5. Oversee grant seeking opportunities including research, proposal writing and reporting requirements.
6. Coordinate all United Way proposals within the boundaries of the council. Manage and assure that all proposals and required reporting are completed in a timely fashion.
7. Work in cooperation with vendors, staff and the volunteer committee to coordinate the annual council popcorn sale.
8. Provide expertise, training and support to staff members in their assigned fund-raising areas of responsibility.
9. Coordinate with staff, volunteers and vendors in the creation of all needed communications, marketing and promotional materials including social media, electronic and printed resources.
10. Supervise and collaborate with the fundraising support staff.
11. Oversee the creation of publications to support fund-raising activities.
12. Demonstrate professional conduct at all times.
13. Perform other related duties as requested.

## **Salary/Benefits:**

Competitive and commensurate with experience and other qualifications.

## **Application:**

Email resume to John Gliot at the Anthony Wayne Area Council, BSA: [john.gliot@scouting.org](mailto:john.gliot@scouting.org)

