

POSITION SUMMARY

Overview

[ADL](#) is the leading anti-hate organization in the world. Founded in 1913, its timeless mission is to stop the defamation of the Jewish people and to secure justice and fair treatment to all. Today, ADL continues to fight all forms of antisemitism and bias, using innovation and partnerships to drive impact. A global leader in combating antisemitism, countering extremism, and battling bigotry wherever and whenever it happens, ADL works to protect democracy and ensure a just and inclusive society for all.

The ADL is seeking a **Senior Director, Institutional Giving** who leads the overall foundation and corporate donor strategy and pipeline, implements organization-wide institutional donor solicitations, and maintains a personal portfolio of donors. The Senior Director leads a team of institutional giving officers, grant writing professionals and corporate engagement officers and serves as the primary cultivation and solicitation lead or partner with executive staff on funding to support ADL's organizational funding priorities and initiatives. Strong candidates will be strategic, analytical and creative thinkers with exceptional relationship building skills, bring an expertise in fostering corporate and foundation relationships, and have the ability to manage and support a team.

ADL is an equal opportunity employer and does not discriminate on the basis of age, race, creed, religion, color, national origin, sex, sexual orientation, gender expression, marital status, physical or mental disability, veteran status, or military status, or in violation of any applicable Federal, state or local laws.

Key Responsibilities

- Set and implement strategy on foundation and corporate renewals, new solicitations, reporting, and communications
- Support the Institutional Giving team on their individual portfolios and geographic responsibilities, helping them to meet deadlines and ensuring timely updating of prospect research, moves management, etc.
- Oversee development of high-quality grant proposal and reporting content across all program areas
- Develop and advance agency-wide best practices for cultivating and stewarding foundation relationships and engaging corporations
- Oversee the design and implementation of new fundraising packages to support major and principal gift solicitations and grant proposals to advance ADL priority programs and increase unrestricted support
- Work in partnership with SVPs to devise strategies to use ADL programs to attract general operating support and understand their needs and fundraising goals
- Play an external facing role with senior leadership and donors; prepare materials for donor meetings
- Maintain a personal portfolio of regional and national principal institutional donors
- Provide analysis on giving patterns and impact on ADL revenue

Qualifications & Skills

- Bachelor's degree or equivalent professional experience
- 7+ years of progressive leadership responsibility in donor/prospect research and grant writing
- Superior organizational and administrative skills, strong ability to multitask
- Previous success building and developing a high-performing fundraising team
- Demonstrated leadership and effectiveness in a complex organization
- Knowledge of techniques and methodologies of donor and prospect research
- Background in one or more areas: Jewish communal programs, civil rights, immigrant rights, education, law enforcement, or extremism/terrorism
- Adept at analyzing and utilizing data to optimize efforts and results
- Excellent communication, writing and interpersonal skills
- Expertise in use of online research tools including WealthEngine, Foundation Directory Online, etc.
- Proficiency using fundraising databases (Salesforce), MS Office applications and online collaboration tools
- Passion and commitment to advancing the mission and goals of the ADL
- Willingness and ability to travel regularly (up to 10% of the time) and work some nights and weekends as needed

How to Apply

Please submit a resume and cover letter to Jamie Perry, Evolve Giving Group: jamierry@evolvegg.com