



BUREAU OF GOVERNMENTAL RESEARCH
Search for the Director of Development
New Orleans, Louisiana

THE SEARCH

For more than 90 years, the Bureau of Governmental Research (BGR) has been a trusted voice in shaping public policy in the New Orleans metropolitan area. As a private, nonprofit, independent research organization, BGR is committed to improving government effectiveness, accountability, and transparency. BGR is seeking a **Director of Development** to lead the organization's fundraising efforts and help empower all citizens to make informed choices and shape the city they want to live in.

THE ROLE

The Director of Development is responsible for developing and implementing a strategic and comprehensive fundraising plan to support BGR's mission and yearly revenue needs, including increasing membership, securing grants and sponsorships, managing donor stewardship activities, and overseeing fundraising events. Reporting to the CEO, the Director of Development will be responsible for meeting an annual fundraising goal of approximately \$1M. This individual will work closely with the BGR Board of Directors and will manage Board committees.

Specifically, the Director of Development will maintain a set of key responsibilities:

- **Overall Fundraising Strategy:** Design and execute an annual fundraising plan that supports BGR's short- and long-term organizational goals.
- **Membership Growth:** Expand and engage BGR's membership base through targeted campaigns, prospecting, and personalized stewardship activities.
- **Grant Acquisition:** Identify funding opportunities, with an emphasis on identifying and cultivating new national supporters; write compelling grant proposals; manage the grants calendar; and ensure compliance with grant reporting requirements.
- **Sponsorship Development:** Secure sponsorships for BGR's suite of annual special events, including public forums, luncheons, and events to engage young professionals.
- **Planned Giving:** Launch and manage BGR's planned giving program to create sustainable funding streams.
- **Event Management:** Coordinate and oversee fundraising events, with the support of staff and external vendors.

- **Leadership and Volunteer Engagement:** Support the CEO and members of the Board of Directors in donor, member, and sponsor solicitations and engagement; constructively manage Board committees.
- **Donor Communications:** Develop key messaging and development collateral that highlight BGR's value and impact.
- **Donor Stewardship:** Develop and execute strategies to thank, engage, and celebrate BGR's committed supporters, and memorialize them in policy.
- **Data-Driven Strategy:** Utilize BGR's CRM to inform fundraising efforts, track donor engagement, and assist in measuring success.

THE CANDIDATE

BGR is seeking a mission-driven fundraising professional with a passion for civic engagement and public policy to serve as its Director of Development. The ideal incumbent will thrive in a collaborative, team-oriented environment, and will excel at building donor and prospect relationships, thinking strategically, and successfully managing projects from start to finish.

- **Education:** A Bachelor's degree is required. A CFRE or similar professional certification is highly desired.
- **Professional Experience:** At least five years of progressive development experience with a proven track record in developing and executing fundraising strategies. Experience working with public policy organizations is a plus.
- **Desired Skills, Traits, and Qualifications:**
 - Knowledge of, and experience in, all facets of nonprofit fundraising: major gifts, annual giving, membership, planned giving, foundation and corporate giving, donor stewardship, and prospect research.
 - A proven track record of success in personally soliciting and closing major gifts.
 - Familiarity with the local and national institutional funding landscapes; the ability to identify new foundation prospects.
 - The capacity to effectively communicate BGR's unique value proposition to prospective funders.
 - A demonstrated ability to work effectively with board members and high-level volunteers.
 - A concrete understanding of fundraising best practices and policies.
 - Excellent written and verbal communication skills.
 - An established ability to analyze and leverage data to inform and evaluate fundraising strategies; the ability to report on progress toward established fundraising goals and milestones.
 - Proficiency with donor management software (e.g., DonorPerfect), online marketing tools (e.g., Constant Contact), and Microsoft Office software.
 - A personal commitment to BGR's principles of diversity, equity, and inclusion.

LOCATION, COMPENSATION, AND BENEFITS

Salary for the position is commensurate with experience; the salary range begins at \$100K. BGR offers a competitive benefits package. The Director of Development must be located in, or willing to relocate to, the Greater New Orleans area.

TO APPLY

BGR is partnering with The Jones Group of New Orleans to recruit the organization's next Director of Development. Applications, including a resume and cover letter; nominations; and/or inquiries should be directed to Yvette Jones and Brinkley Serkedakis, in confidence, at brinkley@thejonesgroupnola.com. No calls, please. Applications will be accepted on a rolling basis until a hire is identified.

ABOUT BGR

The Bureau of Governmental Research (BGR) is a private, non-profit, non-partisan, independent research organization dedicated to informed public policy making and the effective use of public resources in the New Orleans metropolitan area. BGR has been an essential, constructive, objective voice in the local policy landscape for more than 90 years. During that time, BGR has issued more than 1,500 reports to improve government effectiveness, efficiency, transparency, responsiveness and accountability. BGR educates citizens and policy makers alike with its ballot reports, research reports and events and has a proud legacy of organizational excellence. For decades, BGR's work has laid the groundwork for many best-practice, government reform initiatives and policy successes by public officials and other organizations. BGR's work is backed by endowment, foundation, corporate, and individual support.

The Bureau of Governmental Research provides equal employment opportunities to all employees and applicants for employment. It prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.