



CHIEF DEVELOPMENT OFFICER

Position Type: Regular full-time (exempt)

Reports to: President & CEO

Location: Hurricane, Utah/Zion National Park

The Chief Development Officer provides dynamic leadership of diverse development and outreach teams in key strategic areas, including leading major capital campaigns, oversight of donor outreach, special event coordination, outreach implementation, and the internal grant program. In collaboration with the CEO, the Officer will develop the Forever Project fundraising framework to achieve short and long-term objectives through organizational growth and brand engagement in alignment with the ZFP Strategic Plan. The ideal candidate will have produced exceptional fundraising results and will have experience managing diverse teams using strategic vision and empathy, as well as proven experience in building strong donor bases and development programs.

WHO WE ARE

Zion National Park Forever Project (ZFP), a leader in non-profit public lands partnerships, believes that our employees are our greatest strength. As such, we are seeking a full-time Officer committed to our mission as the non-profit partner of Zion National Park, Cedar Breaks, and Pipe Spring National Monuments and providing our staff members with an exceptional brand experience. From the moment of hire, our employees engage in the mission of ZFP and understand the value of each person's contribution to this important work.

The Forever Project's headquarters are in Zion National Park. The Officer position would be located in the philanthropy office in Hurricane, UT. This position will retain a regular office presence at the philanthropic office as well as a presence in park HQ, with remote fieldwork and travel expected. Willingness to work evenings and weekends as needed is required.

WHAT YOU'LL DO:

The Chief Development Officer is responsible for the following:

DONOR ENGAGEMENT & GIVING STRATEGY – 60%

- In collaboration with the CEO and the Board Development Committee, develop and implement the organization's development strategy and fundraising plan, including leveraging public sector dollars in concert with fundraising from foundations, corporations, major donors, special events, direct-mail, cause-marketing, and capital campaigns.
- Partner with the CEO and Board to inspire greater participation and engagement in development efforts, leveraging the resources, talents, and networks of the ZFP Board.
- Work with the National Park Service leadership to identify and tailor fundraising strategies to ensure current park needs are anticipated and effectively met.
- Diversify current donor base and portfolio and create strategies for giving and impact at all levels.
- Increase donor base by expanding ZFP's reach outside of the immediate region (specific goals will be set in conjunction with the CEO and Chief Operating Officer).
- Provide the principal facilitation and coordination of any ZFP capital campaigns.
- Develop targeted major donor engagement and stewardship strategies. Set overarching direction, establish metrics with board input, and lead the staff in donor cultivation and solicitation efforts, exercising diplomatic persistence and demonstrating the ability to close the deal.
- Monitor fundraising trends and key changes in the external environment; communicate their implications to the CEO and Board with suggested action steps.
- Oversee grants program, including work related to grant writing and reports, proposal development and submission, relationship building, and the timely submission of grant proposals.
- Lead and inspire staff and board to participate in philanthropic activities.
- Provide leadership and capacity on committees as requested by the CEO.
- Develop targeted park engagement in philanthropic efforts and programs.

BRAND STRATEGY – 20%

- Ensure that communications are aligned with the strategic plan and fundraising goals to build greater visibility for Zion Forever through storytelling, digital communications, social media, and other cultivation tools. Raise Zion Forever's profile and strengthen its reputation among donors, government officials, constituents, volunteers, partners, other key stakeholders, and the general public.
- Coordinate with the Communications team to ensure brand alignment in all development initiatives.
- In conjunction with the Communications/ Development teams, execute ZFP brand initiatives, including producing the monthly e-newsletter, updating relevant website content, marketing special events, and leveraging media outreach and social media for the organization.
- Effectively and compassionately communicate with all levels of staff, internal and external stakeholders, and the National Park Service about policies, challenges, and programmatic concerns and needs.
- Provide editorial and content support for Field Guide production and other relevant collateral.
- Oversee ZFP outreach and development campaigns.
- Direct all program development meetings.

PROGRAM STRUCTURE & SYSTEMS – 20%

- Work with the CEO to design a ZFP program framework that fully empowers a diverse staffing model to grow organizational effectiveness.
- Support a culture of integration across all departments and the development of systems that enhance operations, focusing on alignment between Development, Retail, and Operations.
- Oversee full development and use of donor database to drive philanthropic objectives, using data to drive decisions, evaluate and refine processes, and make timely course corrections when needed.
- Lead in building and implementing ZFP Philanthropic Grants Program Schedule with park partners.
- Direct budget preparation for subordinate departments and maintain the annual budget related to development and outreach.
- Complete other tasks as assigned by the CEO of Forever Project.

KEYS TO SUCCESS (THE MUST-HAVES)

To be successful in this job, you will excel in these areas:

Hard skills:

- Master's degree in relevant field preferred, or the equivalent of 15 years experience with 5 years at senior or executive level.
- Successful leadership record of achieving fundraising goals in a nonprofit organization, including front line fundraising and personally cultivating, soliciting, and securing major and lead gifts.
- Ability to secure fundraising from diverse sources, including major donors, foundations, and corporations.
- Demonstrated success in developing and implementing comprehensive fundraising strategies, including major gifts, grants, and corporate sponsorships.
- Ability to interact professionally with colleagues and a transitional board who have diverse professional skills and perspectives
- Knowledge of the national park system and a passion for conservation and outdoor recreation.
- Proficiency in Microsoft Office Suite, donor management software, and marketing automation tools.
- Willingness to travel occasionally for donor meetings, conferences, and events.

Soft skills:

- Commitment to continual learning and teaching, the ZFP mission, and advancing a culture of inclusion in the organization and Zion.
- An exemplary reputation with stature and credibility.
- High emotional intelligence with a sense of humor, maturity, and the ability to self-regulate in a fast paced environment. Ability to welcome feedback and reprioritize as necessary.
- Ability to develop a team culture where psychological, social, and emotional safety is valued and prioritized.
- Resourcefulness, creativity, adaptability, and flexibility.
- Excellent interpersonal and relationship-building skills, with the ability to engage and inspire donors, partners, and stakeholders.
- Proven ability to bring together different departments to work toward a shared vision. A strategic thinker with a relentless focus on improving systems and coordinating efforts.
- Exceptional written and verbal communication skills, with the ability to create compelling content for various audiences and channels.

- Ability to work independently, manage multiple priorities, and meet deadlines in a fast-paced environment.

WHAT ELSE YOU SHOULD KNOW

Zion Forever is an equal-opportunity employer. We value diversity among our staff, and we encourage people of all backgrounds to apply to join our team.

This is a full-time, exempt, benefit-eligible position located in southern Utah. Work will be based in Hurricane, Utah, most days. Housing is NOT available.

Salary is commensurate with experience. ZFP provides a comprehensive benefits package. Following a 90-day introductory period, you will be eligible for a broad array of benefits, including vacation and holiday pay, sick leave, employer-supplemented health benefits package including medical, dental, vision, and health savings account (HSA) plan, long-term disability, and life insurance, a 401(a) retirement plan, and discounts in our park stores.

HOW TO APPLY

Well-qualified applicants should send a resume and compelling letter of introduction describing their suitability for the position to Elizabeth Fiala, HR Manager, Zion Forever Project, at elizabeth.fiala@zionpark.org. For questions, contact Elizabeth Fiala.