



Northwestern Minnesota Synod
Evangelical Lutheran Church in America

POSITION OPENING | Minister for Generosity

Position Title: Minister for Generosity, Northwestern Minnesota Synod of the ELCA

Reports to: Bishop, Northwestern Minnesota, dotted line supervision to the Executive for Development, ELCA Churchwide Organization

Classification: Full-time, Exempt, Benefits Eligible

Job Summary: The Minister for Generosity of the Northwestern Minnesota Synod will be a key member of the synod staff, as we live into our shared vision: *freed by God's grace to be wholly devoted to Jesus and our neighbor in love*. The Minister for Generosity will focus on identifying, cultivating, soliciting, and stewarding individual support of key synod and churchwide funding priorities. The Minister for Generosity will manage a portfolio of 100-150 major gift prospects and be responsible for cultivating and reaching annual fundraising goals, while also directing the annual fund appeal strategy of the synod.

Job Responsibilities:

Works actively to identify, define, and acquire funding resources, build new donor relationships, and maintain current high-capacity donor relationships. Work the assigned territory to assist people of high gift capacity to make gifts to priority ministries of the Northwestern Minnesota Synod and the ELCA Churchwide Organization.

1. Works with key synod and Churchwide Organization Development staff to develop a strategy for the cultivation and solicitation of major gifts for assigned programs and prospects.
2. Coordinate the development outreach efforts of Bishop of the Northwestern Minnesota Synod.
3. Manage ongoing relationships and tracking of portfolio and donor activities within Blackbaud CRM; ensures effective and appropriate stewardship.
4. Write acknowledgment, introduction and thank you letters as needed to manage prospects.
5. Develop annual appeal strategy, including day of giving campaigns, and oversee effective execution and evaluation.
6. Continuously review and refine with key synod staff to develop a case for support for the funding priorities of the synod, including but not limited to: GO for it grants, Faces of Leadership, Jeremiah 29, Leadership Next, and Rural Revival, Rural Revival, Synod Authorized Ministry Network, and the Next Generation Fund (Endowment).
7. Other duties as needed.

Leadership and Strategic Planning

- Work collaboratively with the Bishop, Mission Advancement Committee and staff to organize an annual resource development plan and calendar to coordinate all fundraising and marketing activities to maximize resources to meet budgets for single and multi-year resource development efforts.
- Strategize with Bishop, staff and council to research and identify foundation, endowment, and corporate philanthropic prospects.
- Collaborate with Bishop to evaluate overall results of Resource Development Plan and recommend new data driven approaches to support successful achievement of development goals.
- Recruit and cultivate strategic partnerships with donors, community leaders, volunteers, organizations and others with an interest in resource development activities.

Supervisory Responsibilities:

Oversee the work of support staff as it relates to development efforts of the synod.

Required Education/knowledge/experience/skills and abilities:

1. 5+ years of experience in a related field. Bachelor's degree in a related field; or an equivalent combination of education, training and experience that demonstrates the ability to perform the duties of the position. Certified Fund-Raising Executive (CFRE) credential preferred but not required.
2. Experience in capital campaigns, gift development, donor stewardship, and moves management.
3. Demonstrated success in achieving fundraising goals.
4. Proven relationship-building skills and the ability to interact effectively with diverse constituencies. Ability to develop collaborative relationships across various departments, units, and expressions of the church.
5. Exceptional written and oral communication skills.
6. Demonstrated competency with Microsoft Office suite (Outlook, Teams, Word, Excel, etc.), Constituent Relationship Management system or other donor management systems.
7. Understanding of and commitment to the mission, vision, values, and goals of the ELCA and Northwestern Minnesota Synod.
8. Demonstrated understanding of and commitment to Christian stewardship.
9. Commitment to diversity, equity, inclusion, and anti-racism.

Physical and Travel Requirements:

Physical Effort: While performing the duties of this job, the employee is regularly required to talk and hear, and use hands and fingers to operate a computer and telephone. This position requires can sitting for long periods of time. Reasonable accommodations can be made to enable individuals with disabilities to perform the essential functions.

Travel Frequency: Some travel; mainly within synod boundaries; approximately 10 weeks

Type of Travel required to perform this job: Position requires overnight, domestic travel by car and occasionally by plane. A valid driver's license is required.

- Frequent travel within synod and occasional travel beyond the synod is required to meet with donors, synods and congregations. Occasional travel over evenings and weekends.