

## Chief Development Officer

### ABOUT THE JCC EAST BAY

The Jewish Community Center of the East Bay (JCCEB) values *hachnasat orchim* (providing a welcoming home) for people of all ages and life stages. Inspired by Jewish values, culture, and tradition, we build relationships, foster learning, and offer accessible pathways to Jewish life through programs for children, teens, families, adults, and older adults. After decades of operating our suite of programs in North Berkeley, we will be opening a new home for East Bay Jewish life in the summer of 2026 in Oakland. Our new campus will offer programs and activities to spark creativity, nurture identity, and weave together diverse generations, cultures, and organizations—including voices from across global Jewry—into a living tapestry of culture, learning, and *kehilla* (community) connections. Our future flagship campus in the Rockridge neighborhood will house our administrative offices and our award-winning preschool opening in the fall of 2026, and we will retain afterschool programs in Berkeley and in several Oakland public schools.

### POSITION SUMMARY

The Chief Development Officer (CDO) reports to the Chief Executive Officer (CEO) and serves as a key member of the JCC East Bay's executive team. This senior leader is responsible for shaping and driving the organization's comprehensive fundraising strategy, ensuring both immediate campaign success and long-term philanthropic growth.

The CDO oversees and executes the JCC East Bay's annual fundraising program, strengthening and expanding the base of support that sustains the organization's mission, programs, and community impact. In addition, the CDO leads the JCC's new community campus campaign of \$125M (of which \$67M has been raised to date), guiding strategy, donor engagement, and stewardship to bring this transformational project to completion.

This role requires a visionary and highly relational fundraiser who can inspire generosity, cultivate deep partnerships, and build a culture of philanthropy across the organization. The CDO will work closely with the CEO, Board of Directors, campaign leadership, and senior staff to secure the financial resources that fuel the JCC East Bay's growth, including the development of our new flagship campus. The CDO will also manage and mentor a development team, ensuring excellence in donor relations, communications, and operational systems.

The Chief Development Officer plays a pivotal role in advancing the JCC East Bay's mission and expanding its reach across the Jewish community and the broader East Bay, stewarding the relationships and resources that make this work possible.

## **KEY RESPONSIBILITIES**

### Capital Campaign Leadership & Growth Strategy

- Lead and execute the \$125M capital campaign, including campaign planning, donor pipeline development, solicitation, cultivation, and stewardship.
- Partner with the CEO and Board of Directors to drive campaign strategy, prospect development, and gift closure.
- Build and manage a robust capital campaign pipeline, including principal, major, foundation, and institutional prospects.
- Lead campaign messaging and case development in collaboration with executive and marketing leadership.
- Develop and implement campaign systems, benchmarks, and accountability structures to ensure progress toward milestones and goals.
- Recruit, support, and mobilize campaign volunteers and lay leaders to expand reach and peer-to-peer fundraising effectiveness.
- Integrate campaign strategy with annual and major gifts fundraising to ensure continued growth of unrestricted and programmatic support.
- Oversee and grow the development team to meet increasing organizational fundraising goals in the coming years.
- Ensure strong coordination between campaign fundraising and ongoing donor stewardship and engagement efforts.

### Strategic Leadership & Fundraising Planning

- Develop and implement a comprehensive fundraising strategy aligned with JCCEB's mission and strategic goals.
- Establish and monitor fundraising goals, benchmarks, and evaluation systems, continuously assessing their effectiveness and impact.
- Collaborate with key leadership on resource allocation, long-term planning, and integrating fundraising efforts with organizational priorities.
- Stay informed on trends in philanthropic giving, particularly within the Jewish community, and incorporate best practices into fundraising strategies.
- Lead the Development Committee of the Board of Directors, engaging them in fundraising efforts and providing regular updates on progress, challenges, and opportunities.
- Create and manage the budget for the development department, ensuring efficient use of resources and maximum return on investment.

### Major Gifts & Donor Relations

- Identify, cultivate, and solicit major gift prospects, developing tailored strategies for each donor.
- Manage a personal portfolio of major donors and prospects, maintaining regular communication and engagement.
- Oversee the creation and implementation of donor recognition and stewardship programs.

- Collaborate with program directors to identify funding needs and create compelling case statements for support.
- Develop and manage a planned giving program to secure long-term financial stability for the organization.

#### Annual Campaign & Special Events

- Work with the Director of Development to develop and execute the annual campaign, setting goals and strategies for each constituency.
- Oversee the development and implementation of special fundraising events, working closely with the Director of Marketing to ensure they align with JCCEB's brand and effectively engage donors.
- Work with the marketing team to create compelling fundraising materials and communications.
- Implement strategies to increase donor retention and upgrade giving levels.
- Collaborate with lay leaders and volunteers to expand the reach and impact of fundraising efforts.

#### Grants & Foundation Relations

- Identify and pursue grant opportunities from foundations, corporations, and government sources.
- Oversee the grant writing process, ensuring high-quality proposals that align with funder priorities and JCCEB programs.
- Manage relationships with current and prospective foundation funders.
- Ensure timely and accurate grant reporting and compliance with funder requirements.

#### Team Management

- Lead, mentor, and manage the development team, including the Director of Development, fostering a collaborative culture, setting clear goals and performance metrics, and supporting professional growth.
- Collaborate with other departments to ensure a cohesive approach to fundraising across the organization.
- Oversee the management of the donor database to ensure accurate record-keeping and data analysis.

#### **REQUIRED MINIMUM QUALIFICATIONS**

- Bachelor's Degree
- Minimum 10 years of progressive experience in nonprofit fundraising, with a track record of success in securing major gifts and proven ability to meet and exceed fundraising goals.
- Proven experience in creating and implementing comprehensive fundraising strategies.
- Creative and strategic thinker, able to develop innovative approaches to fundraising challenges.
- Experience leading capital campaign of similar size and scope preferred.
- Certified Fund Raising Executive (CFRE) certification welcomed.

- Strong knowledge of and passion for Jewish culture, heritage, traditions, community, and Israel.
- Exceptional interpersonal, communication, and relationship-building skills, with the ability to articulate JCCEB's mission and impact to diverse audiences.
- Demonstrated success in building and maintaining relationships with high net worth individuals, foundations, and corporate partners.
- Experience with fundraising databases and data analysis.
- Proficiency in Microsoft Office and Google applications, donor management/CRM software, and comfort with technology.
- Strong organizational and time management skills, with the ability to manage multiple projects simultaneously.
- Collaborative leadership style and ability to work effectively with staff, board members, and volunteers.
- Experience in supervising and mentoring development professionals.
- High level of integrity and strong ethical standards in all aspects of work.
- Adaptable and resilient, with the ability to thrive in a dynamic nonprofit environment.
- Ability to work evenings and weekends as needed for events and meetings.

The salary range for this position is \$200,000 - \$225,000 annually, commensurate with experience. Excellent benefits including medical, dental, vision, vacation, sick pay, and holidays (including Jewish).

*The JCC East Bay is an Equal Opportunity Employer and makes employment decisions on the basis of merit. JCC East Bay policy prohibits unlawful discrimination in accordance with federal, state, and local laws. The JCC East Bay complies with the Americans with Disabilities Act and is committed to providing reasonable accommodations for people with disabilities. If you require particular accommodations during the application and interview process, please inform us of your needs so that we can provide accordingly.*

*Systemic inequities in hiring have caused women, people of color, LGBTQ+ folks, and others to apply to jobs only if they meet all of the qualifications. The JCC East Bay encourages you to apply anyway, as no one ever meets 100% of the qualifications. We look forward to your application.*