



**Job Description: Chief Advancement Officer (CAO) for Detroit PAL**

**Position Title:** Chief Advancement Officer (CAO)

**Reports To:** CEO, Fred Hunter

**Location:** Detroit, MI

**Employment Type:** Full-Time, Exempt

**About Us:**

Detroit PAL is a non-profit that believes Detroit's Future is Kids First! We are passionate and purpose-driven, with a mission of Helping Youth find their Greatness. Detroit PAL is doing great things in the City and region through athletics, enrichment programs, and community initiatives that positively impact 10,000+ youth annually. We teach our G.R.E.A.T. Model of Goal-setting, Resilience, Embracing a healthy lifestyle, Accountability, and Teamwork. PAL empowers the community by training and partnering with 1,000 coaches and volunteers, by running quality youth development programs, and by creating safe places for kids to play. Detroit PAL's headquarters is at The Corner Ballpark, the site of the Old Tiger Stadium on Michigan near Trumbull. We facilitate programming at 75+ other locations and facilities.

We are seeking a dynamic and experienced Chief Advancement Officer (CAO) to join our leadership team. The CAO will play a critical role in advancing our mission by developing and implementing strategic fundraising initiatives, cultivating donor relationships, and enhancing our organization's visibility in the community.

**Key Responsibilities:**

**1. Strategic Funding Plan Development:**

- Develop and execute a comprehensive strategic funding plan to support the organization's mission and goals.
- Identify and pursue new funding opportunities, including grants, major gifts, endowments, corporate sponsorships, and planned giving.

**2. Annual Fundraising Goals:**

- Set and achieve annual fundraising goals in collaboration with the CEO and Board of Directors.
- Monitor and report on progress towards fundraising targets, adjusting strategies as needed.

### **3. Team Development and Supervision:**

- Proven experience building and growing a fundraising program
- Lead and manage the development team, including staff responsible for fundraising, marketing, and public relations.
- Foster a collaborative and high-performance team culture, providing mentorship and professional development opportunities.

### **4. Donor Development:**

- Cultivate and steward relationships with individual and organizational donors, ensuring a positive and engaging donor experience.
- Develop and implement strategies to attract new donors and retain existing supporters.

### **5. Leveraging Donor Data:**

- Utilize donor data and analytics to inform fundraising strategies and drive decision-making.
- Implement and maintain donor management systems to track and analyze donor engagement and giving patterns.

### **6. Community Engagement and Visibility:**

- Raise the visibility of the organization's mission and programs within the community.
- Represent the organization at community events, networking opportunities, and public speaking engagements.

### **Qualifications:**

- Bachelor's degree in Nonprofit Management, Business Administration, Marketing, or a related field
- Minimum of 7-10 years of experience in nonprofit development, fundraising, or a related field.
- Proven track record of achieving fundraising goals and securing major gifts.
- Strong leadership and team management skills.
- Excellent communication, interpersonal, and relationship-building abilities.
- Proficiency in donor management software and data analytics.
- Passion for the mission and values of Detroit PAL.

### **How to Apply:**

Interested candidates should submit a resume and cover letter detailing their qualifications and experience to [Blaire.Miller@huntergroup.com](mailto:Blaire.Miller@huntergroup.com) , our retained executive search consultant.