



ASSOCIATE DIRECTOR, PROSPECT RESEARCH AND PORTFOLIO MANAGEMENT

[SHARE OUR STRENGTH](#)

Location – Remote



The Aspen Leadership Group is proud to partner with Share Our Strength in the search for an Associate Director, Prospect Research and Portfolio Management.

The Associate Director, Prospect Research and Portfolio Management will provide leadership and strategic vision for a robust and growing program encompassing donor research, analysis, and prospect management in support of major gifts and foundation programs.

The Associate Director will lead portfolio optimization across the development team by building and managing donor pipelines and creating systems that leverage growing direct response and mid-tier programs, as well as increasing prospect opportunities through volunteer leadership. The Associate Director will be responsible for the continuing refinement, implementation, and enforcement of prospect development team systems, policies, and procedures. As a key member of the development leadership team, the Associate Director will work cross-functionally and collaboratively across the department to realize opportunities for prospects across giving levels and revenue channels.

Share Our Strength's mission is to end hunger and poverty in the U.S. and abroad. Since 1984, it has led the fight against hunger and poverty by inspiring and organizing individuals and businesses to share their strengths. Through *No Kid Hungry*, which will end childhood hunger in the United States, and *Cooking Matters*, which helps low-income families learn to shop and cook healthier campaigns, Share Our Strength is ending childhood hunger in America by ensuring all children get the healthy food they need. Share Our Strength believes that everyone has a strength to share to help ensure every individual can live a healthy and productive life.

In the wake of the coronavirus pandemic, millions of children in the United States are facing poverty and hunger. Traditionally, many children have relied on the meals they get at school each day, and Share Our Strength has ensured that those children are fed, both during this crisis and in the recovery to follow. Through a combination of emergency grants, strategic assistance, advocacy, and awareness, its No Kid Hungry campaign is helping children, families, and communities get the resources they need.

In its work, the team at Share Our Strength believes in some specific values. It strives to be bold; it has a clear mission and ambitious goals. It believes everyone has a strength to share and mobilizes a broad range of stakeholders to take action. It demands a diversity of ideas, people, and communities, which leads to stronger solutions. It believes in always being inventive – trying new things and challenging the status quo. Last but not least, it values doing good work and it has a good time doing it.

REPORTING RELATIONSHIPS

The Associate Director, Prospect Research and Portfolio Management will report to the Managing Director, Constituent Development and Operations, Diane Clifford. The Associate Director will directly manage two staff members responsible for donor research, including relationship mapping, generating donor briefs and profiles, wealth screenings, and custom modeling.

FROM THE MANAGING DIRECTOR

You'll join Share Our Strength at a time when we're adjusting to and planning for, exponential growth in our programs and mission-focus to end childhood hunger in America through our No Kid Hungry campaign. I expect the Associate Director to have a parallel experience as me, when I established a new role within an elevated team nearly six years ago. That is, to recognize and learn from the amazing contributions of the team and leadership before you, while taking a start-up approach to infuse creativity, new thinking and plan for scalable growth over the next 3-5 years.

This will be a great role for you if you've operated within a mature program and are excited at the prospect of getting your hands dirty, while implementing change and building new and collaborative processes alongside a Major Gifts program that has also experienced extraordinary recent growth. We'll value your strong point of view on best practices and also your ability to be open and adaptable to the evolving Development model. I expect you'll have the same fun and fulfilling journey as I have growing a team and program at Share Our Strength, so please consider this a truly rare and amazing opportunity to continue your professional growth – for a cause that is profoundly important!

– Diane Clifford, Managing Director of Constituent Development and Operations

SHARE OUR STRENGTH'S COMMITMENT TO EQUITY, DIVERSITY, AND INCLUSION

Share Our Strength is committed to fostering, cultivating, and preserving a culture of equity, diversity, and inclusion. As an organization working to become antiracist in its policies and actions, it celebrates its differences but also its shared culture, commitments, and intersectional identities. It is the embracing of this shared commitment, and willingness to be self-reflective, that ensures a sense of belonging is part of how it shows up for one another. For some, the equity, diversity, and inclusion journey is new, while for others it has been part of their personal and professional journey for years. Regardless of where one is starting from, all staff at Share Our Strength are on the journey. Share Our Strength believes that exploring, developing, and implementing strategies to ensure equity, diversity, and inclusion is embedded throughout the organization, and allows it to engage as a culturally responsive partner with communities across the country. Knowing hunger and poverty in the United States disproportionately impacts communities of color and those who experience economic marginalization, and ensuring it is centering equity, diversity, and inclusion allows it to fully embrace its mission while entering communities as learners, listeners, and collaborators.

PRIMARY RESPONSIBILITIES

The Associate Director, Prospect Research and Portfolio Management will

- serve as the strategic lead for prospect research and portfolio management efforts for the development team and design and implement short- and long-term strategic plans to optimize prospect development and research programs that align with fundraising goals;
- work with the senior development team members to instill seamless systems and processes for portfolio optimization that align with fundraising and development revenue goals;
- manage the research team's overarching strategy and operations, including supporting and mentoring direct reports to ensure their continuing professional development;
- provide leadership and guidance on and develop a set of best practices for cold prospecting (lead generation), prospect qualification, and relationship mapping;
- work in a group setting and one-on-one with relationship managers to refine portfolios, develop critical strategic partnerships, and help ensure portfolios have the prospects needed to maximize fundraising potential;
- serve as the lead for mid-tier portfolio assignments and with the Senior Vice President of Development and Managing Director of Development for major and principal gift portfolio assignments;
- manage processes to identify and recommend prospects for assignment, using various tools to determine assignments including trigger scans, review of recent research, modeling results, data analysis, and review of donors who are upgrading/downgrading their giving;
- collaborate with the Director of Fundraising Systems on budget and reforecast processes to ensure accurate financial reporting;
- communicate needs for reporting and data updates to the donor operations team and participate in cross-team process improvement planning;
- serve as the lead on a yearly custom modeling project;
- stay current on industry-wide best practices and trends in research and prospect management; and
- partner with colleagues to support Share Our Strength's work to be a diverse and inclusive organization, and ensuring this value is embedded in the organization and throughout its work.

LEADERSHIP AND KEY COLLEAGUES

Tom Nelson President and CEO

As President and CEO, Tom Nelson works with the Board and senior management in leading the organization to develop and implement the plan for strategic growth to end child hunger in this country. Prior to joining Share Our Strength in 2011, Tom was Chief Operating Officer for AARP, where he led the build-out of its state strategy in all 53 states and territories. He also led the reinvention of the AARP Foundation, which today serves those at risk of falling through the nation's safety net as they struggle to meet their most basic needs.

Tom has a long history of service to civic organizations, including currently serving on the Board of Directors of ProInspire, which is building the next generation of non-profit leaders. He also serves as Adjunct Professor at Georgetown University's McDonough School of Business, teaching in the MBA program about nonprofit leadership and management. He has served on the Board of Counselors for the Davis Gerontology School at the University of Southern California, and the board of the Certified Financial Planner Board of Standards. Tom is currently a board member of Community Wealth Partners, a Share

Our Strength organization that helps change agents solve social problems at the magnitude they exist. Tom earned a doctoral degree from the University of Southern California and holds a Master of Arts from Columbia University.

Diane Clifford

Managing Director of Constituent Development and Operations

Diane Clifford serves as Managing Director of Constituent Development and Operations and is responsible for developing donor engagement opportunities and building deeper relationships with individual donors and supporters. She leads the peer-to-peer, direct response, sustainer, planned giving, mid-tier fundraising, and donor operations programs.

Prior to joining Share Our Strength in 2016, Diane served as Vice President of Marketing and Constituent Development at National Audubon Society and was a senior member of marketing and fundraising teams at Defenders of Wildlife, National Wildlife Federation, and National Parks Conservation Association.

A native of Pennsylvania, Diane earned a degree in Marketing from The Pennsylvania State University.

Elliott Gaskins

Managing Director of Development

As Managing Director of Development at Share Our Strength, Elliott Gaskins oversees a team across the country focused on securing major and foundation gifts, building the vision, and leading a team that executes fundraising dinners for No Kid Hungry and other cultivation events, as well as building multi-year plans and strategies to significantly grow revenue.

For more than two decades Elliott has worked at some of the premier nonprofit institutions in the country including The Aspen Institute, The Alzheimer's Association, The Nature Conservancy, and America's Promise Alliance. During his tenure at these organizations he raised millions of dollars and executed multi-year campaigns, led national special events, created, designed, and implemented comprehensive strategic plans and led critical work on diversity, equity, and inclusion.

A proud native of Philadelphia, Pennsylvania, Elliott is a graduate of Temple University where he excelled as a scholar and an all-American athlete. A two-time Olympic Trials competitor, national championship finalist, and former American record holder – Elliott has represented the United States as a member of the Track and Field World Championships.

Jill Davis

Chief Revenue Officer

Jill Davis serves as Chief Revenue Officer, overseeing Share Our Strength's strong and diverse fundraising program. Serving on the executive leadership team, Jill works to establish the overarching strategy for all verticals within the organization's corporate partnerships and individual giving programs and oversees the development of tailored efforts to enhance the performance of each revenue stream. She also serves as a key ambassador to high level donors and partners. Prior to serving in this role, she was Senior Vice President, Corporate Partnerships for Share Our Strength.

Prior to joining Share Our Strength in 2014, Jill served as the Senior Director, External Affairs for the Elizabeth Glaser Pediatric AIDS Foundation. There she oversaw communications and marketing to advance the organization's brand identity and revenue generation opportunities. She also worked for ALSAC/St. Jude Children's Research Hospital in a variety of roles, including as the National Program Marketing Director.

Jill has nearly 20 years of experience in nonprofit and association environments. Her background includes corporate partnerships, brand and program management, event execution, digital communications and online giving.

Amy Zganjar

Senior Vice President of Development

Amy Zganjar serves as the Senior Vice President of Development, directing the individual gifts and events fundraising strategy for No Kid Hungry. In her role, she leads the team of fundraisers and event managers who oversee major gifts, annual giving programs, and culinary events.

Working for Share Our Strength for over 14 years, Amy has been involved in every facet of advancing the individual giving program, from developing the donor data management and research framework to launching its first direct marketing initiative and annual giving clubs.

Prior to joining Share Our Strength, Amy worked as a public school teacher in Louisiana.

PREFERRED COMPETENCIES AND QUALIFICATIONS

Share Our Strength seeks an Associate Director, Prospect Research and Portfolio Management with

- a commitment to the mission of Share Our Strength to end hunger and poverty in the United States and abroad as well as an interest in anti-hunger and anti-poverty issues;
- experience collaborating with colleagues at all levels to reach objectives and leading projects from inception to completion to meet cross-functional needs;
- superior communication (both written and interpersonal), organizational, project management, and analytical skills;
- an ability to manage competing priorities and meet deadlines;
- experience with tools such as ResearchPoint, iWave PRO, RELSCI, Nexis for Development Professionals, Foundation Center Directory, WealthX, and WealthPoint OnTime;
- proficiency with Microsoft Office suite, CRM database, and Raiser's Edge;
- working knowledge of and compliance with industry best practices, including a strong commitment to donor privacy, and an ability to exercise discretion and uphold confidentiality;
- curiosity, intuition, and resourcefulness with exceptional and unfailing attention to detail;
- adaptability and responsiveness to feedback in the development and creation of new systems and processes; and
- an ability to thrive working independently and within a (virtual/hybrid/in-person) team environment, including ease and skill in a remote people management scenario, to ensure satisfactory work and coaching of direct reports.

A bachelor's degree is preferred for this position as is at least eight years of prospect research and portfolio management experience (non-profit setting preferred).

SALARY AND BENEFITS

Share Our Strength offers a competitive salary and benefits package.

LOCATION

This position may work remotely with a preference for proximity to Washington, DC.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of Share Our Strength as well as the responsibilities and qualifications presented in the prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

To apply for this position, visit:

[*Associate Director, Prospect Research and Portfolio Management, Share Our Strength.*](#)

To nominate a candidate, please contact Gregory Leet:

[*gregoryleet@aspingleadershipgroup.com.*](mailto:gregoryleet@aspingleadershipgroup.com)

All inquiries will be held in confidence.