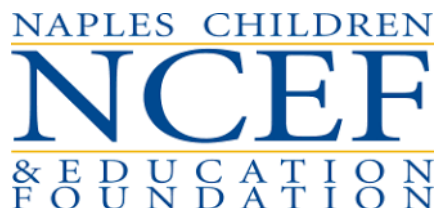


# ASPEN • LEADERSHIP • GROUP

**DIRECTOR OF DEVELOPMENT**  
**NAPLES CHILDREN & EDUCATION FOUNDATION**  
**Naples, Florida**

<http://napleswinefestival.com>



The Aspen Leadership Group is proud to partner with Naples Children & Education Foundation in the search for a Director of Development.

The Director of Development serves as a key leadership team member and an active participant in making strategic decisions affecting the Naples Children & Education Foundation (NCEF). In partnership with the CEO, the Director of Development is responsible for all fundraising and development activities. The Director of Development will forge new relationships to build the organization's visibility, impact, and financial resources and will also design and implement a comprehensive plan for developing key external alliances by cultivating individual and philanthropic support.

The Director of Development will have primary responsibility for the establishment and implementation of the infrastructure needed to grow the organization's budget through the solicitation of major gifts, grants, and corporate and foundation support. The Director of Development will expand and diversify the donor base and work closely with other team members to secure funding for new initiatives, such as planned giving and endowments.

The Naples Children & Education Foundation, the founding organization of the Naples Winter Wine Festival, fills a critical void and supports effective, disciplined charitable programs that significantly improve the physical, emotional, and educational lives of underprivileged and at-risk children in Collier County, Florida. It is the largest single source of funding for these essential services.

Since its inception in 2001, the Naples Winter Wine Festival has raised more than \$161 million for children in need. More than 40 of the most effective nonprofits in the community have received grants from NCEF, impacting over 200,000 children's lives. Through NCEF's annual grants and strategic partnerships, the organization is changing outcomes for at-risk and underprivileged children in Collier County. Through its important work, NCEF is striving to ensure that babies are born healthy, all children have access to quality early learning programs that build skills and enhance development, children ages 6 weeks to 5 years receive a quality early learning experience, children succeed academically throughout their schooling, children are healthy and can access medical care if needed, and children have the social and emotional support they need to learn.

## **REPORTING RELATIONSHIPS**

The Director of Development will report to the Chief Executive Officer.

## **PRINCIPAL OPPORTUNITIES**

The Naples Children & Education Foundation, the founding organization of the Naples Winter Wine Festival, is committed to improving the lives of at risk and underserved children in our community. The Naples Winter Wine Festival is the largest international charity wine auction in the world. We are known for three days of the very best in wine and food with a year-round impact for children in need. Through our annual grants and strategic initiatives, NCEF has impacted over 40 of the most effective non-profits in the community, providing more than 200,000 children with services and resources they need to excel. We are in search of a strategic thinker that will forge new relationships to build our visibility and impact our financial resources. A creative Director of Development will help us develop and implement a comprehensive plan that will lead to new external alliances by cultivating individual and philanthropic support.

## **PRIMARY RESPONSIBILITIES**

### **Strategic Planning**

The Director of Development will

- establish and execute an integrated and comprehensive development strategy and development plan that will meet the operating needs of the organization for the current fiscal year annual budget and the long term;
- initiate and implement a plan to build a broader support base of donors to the organization with particular focus on the development of the annual fund; ongoing identification, cultivation, and solicitation of individual, corporate and foundation donors; grant solicitation; and development of planned giving and endowment programs;
- participate as a member of the senior staff and assist in the implementation of the organization's strategic plan with an emphasis on revenue growth; and
- enhance a donor-centered focus across the organization.

### **Fundraising**

The Director of Development will

- lead and expand the annual fund campaign that includes individual, corporate and foundation support, sponsorships, grants, special projects, and visits to NCEF funded organizations;
- personally cultivate, solicit, and steward major prospects and donors;
- manage an ongoing prospect identification, research, and evaluation system;
- devise and implement development programs and systems such as donor gift societies; incentives and donor recognition; gift acknowledgement, stewardship; and donor tracking;
- formulate and manage a planned gift initiative;
- create gift-planning opportunities and market them to appropriate constituents;
- contribute to the development of the department's promotional materials and communications including all Foundation print, video, and media kits; and
- coordinate special cultivation events and projects.

## Management

The Director of Development will

- supervise and train development staff capable of meeting annual and long-term goals and objectives ensuring that a highly effective organizational structure is in place with specific responsibilities and objectives assigned;
- supervise and evaluate the performance of employees in the development office and programs assigned to the development office;
- ensure that all policies and procedures are in compliance with federal and state regulations and are in alignment with industry recommended guidelines;
- oversee the day to day operations within the development office including data base management;
- work with the Chief Financial Officer to ensure that sources of revenue are reported consistently between development and finance and that monthly reconciliation is accurate;
- serve as a resource to the CEO and Trustee Development Committee in the identification and evaluation of candidates for future Trustee membership and leadership; and
- attend selected professional seminars and conferences to ensure personal professional growth and to monitor the industry trends.

## KEY COLLEAGUES



**Maria Jimenez-Lara**  
**Chief Executive Officer**

The Naples Children & Education Foundation (NCEF), the founding organization of the Naples Winter Wine Festival, appointed Maria Jimenez-Lara its new Chief Executive Officer, on May 1, 2015. Jimenez-Lara previously served as Director of Foundation Services and Grants Director for NCEF, responsible for overseeing the charitable grant process in conjunction with the trustee-driven Grant Committee.

Prior to joining NCEF, Jimenez-Lara was Redlands Christian Migrant Association's (RCMA) Director of Charter Schools. She brings with her over 20 years experience in program development, designing effective educational programs for at risk children, and collaborating with various community based organizations. Among her major contributions are the development of five charter schools for at risk children and two housing developments for low-income families. She is a founding member of a domestic violence prevention organization.

Jimenez-Lara's commitment to safeguarding the most vulnerable in the community is a natural fit with NCEF's mission to support charitable programs that improve the physical, emotional, and educational lives of underprivileged and at risk children in Collier County.

Jimenez-Lara holds two undergraduate degrees from Florida International University and Universidad de las Americas. Jimenez-Lara is a graduate of Hodges University with a master's in public administration. Her civic involvement includes serving on District XI Juvenile Justice Board and various non-profit organization boards. Some of her accolades include Woman of the Year, Lifetime Achievement Award, Homestead, Florida, and one of El Nuevo Miami Herald's "Rising Latino Leaders."



**Joan Larson**  
**Chief Financial Officer**

Joan Larson joined Naples Children & Education Foundation in January, 2017 as the newly appointed Chief Financial Officer.

As a graduate of Hodges University with both a Bachelor's Degree in Business (cum laude) and a Bachelor's Degree in Accounting (magna cum laude); Larson went on to attain her CPA designation in 1999. Larson is also a proud graduate of the Leadership Collier class of 2012.

Larson brings over a decade of experience working in public accounting as a Senior Auditor, specializing in not for profit auditing and then another decade working in the CFO/COO capacity in the not for profit industry. Most recently, Larson served as the CFO and COO of the Greater Naples Chamber of Commerce where she received an outstanding service award from the Board recognizing the impactful contributions she made to the organization in modernizing the accounting department, cost cutting initiatives, and serving as a positive mentor and leader to the professional staff.

Raised in a family business in Nova Scotia, Canada, Larson possesses a work ethic second to none. Born of an entrepreneurial father, and a fashion designer mother, Larson has a fully developed creative side. She conducts herself with a very high level of integrity that was recognized throughout the organizations, boards, and staff members with whom she has served over the years.

Larson is thrilled to be a part of this esteemed team of professionals supporting a mission which aligns so closely to her personal commitments and community involvement over the past couple decades.



**Debra Weaver**  
**Director of Sustainment**

Debra Weaver is the Director of Sustainment for the Naples Children & Education Foundation. She oversees the Foundation events and works with sustainment of Trustees.

Weaver has worked in hospitality management creating and executing memorable events. She served as a meetings and special events manager at The Ritz-Carlton Resorts of Naples for ten years. Imagine Solutions, a new thought leader conference in Naples, recruited her as the Events Director before she began her role as Events Director at the Naples Children & Education Foundation in 2012.

Weaver earned her Bachelor's degree with a composite major in Social Sciences at Black Hills State University. She and her husband have two daughters who also reside in Naples. They enjoy spending time at their summer residence where they were raised in the Black Hills of South Dakota.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The successful candidate for the position of Director of Development will have

- solid and demonstrated record of accomplishment and success in a senior-level development position or equivalent professional experience;
- tangible experience of having expanded and cultivated existing donor relationships over time;
- superior communication skills to express, both orally and in writing, the vision, mission, and funding goals of the NCEF;

- ability to work independently and as a team member with experience in motivating staff, colleagues, volunteers, and prospects;
- flexible and adaptive style and be a leader who can positively impact both strategic and tactical fundraising initiatives;
- management experience for the successful leadership of the development staff, with the skills, training and competence to serve as a mentor to staff and colleagues;
- interpersonal skills to work effectively with the Board of Trustees, the President, and to communicate effectively with senior administrators, program staff, community leaders, donors, volunteers, and trustees;
- passion for the organization's vision, mission, and goals;
- intellectual depth, vision, energy, and a sense of humor;
- demonstrated experience in planning, executing, and leading a fundraising campaign;
- demonstrated success in identification, cultivation, and solicitation of major gifts from all sources;
- experience with developing major gifts, endowment, and planned giving programs;
- ability to make decisions in a dynamic fast-paced setting;
- ability to understand and match the needs and objectives of prospective donors with the organization's fundraising goals;
- ability to work within a multicultural community; and
- Impeccable integrity.

A Bachelor's degree is required for this position as is five or more years of demonstrated success and management experience in a development function within a nonprofit environment. A Master's degree is preferred.

#### **SALARY & BENEFITS**

Naples Children & Education Foundation offers a competitive compensation and benefits package.

#### **LOCATION**

This position is located in Naples, Florida.

#### **APPLICATION DEADLINE**

All applications must be accompanied by a cover letter and résumé. Before submitting your materials, please read them over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

*To nominate a candidate, please contact Angelique Grant: [angelique@aspenleadershipgroup.com](mailto:angelique@aspenleadershipgroup.com).*

*All inquiries will be held in confidence.*