

Florida Diabetes Camp – Development Officer
Position Description:

The Florida Camp for Children and Youth with Diabetes (aka Florida Diabetes Camp) is currently seeking a Development Officer to direct fund raising activities designed to ensure our ongoing capacity to provide services to children and families affected by type 1 diabetes.

The Florida Diabetes Camp was incorporated in 1970 to provide a fun, safe, educational and diabetes friendly camp environment for children with type 1 diabetes and their families where they can gain the confidence, skills and knowledge to achieve their full potential. The Florida Diabetes Camp is a non-profit organization that does not receive any governmental support nor does it receive any funding from any national diabetes organization. An independent volunteer Board of Directors governs Camp and since the founding of the organization, our policy has been that all children can attend Camp regardless of the family's financial situation.

Responsibilities

-Creates and executes fundraising strategies to raise \$500,000-\$750,000 for Florida Diabetes Camp annually; works to grow additional sources of revenue.

-Responsible for developing and stewarding a portfolio of relationships to provide funding for our mission (sponsorship, retain campaigns, event teams, grants, donations, and other partnerships).

-Oversees stewardship activities; ensures a high level of response to our partners and donors.

-Executes a portfolio of community-based events, with accountability for significant income targets, as well as event-related mission and advocacy activities. Ensures goal achievement through the effective leadership, engagement, empowerment and mobilization of event volunteers.

- Accountable for the achievement of income performance targets for a portfolio of community-based fundraising events.

- Responsible for effectively and efficiently completing activities and meeting target deadlines in order to execute successful events.

- Implements best practices for event revenue growth; drives and encourages creativity and innovation at the event level.

-Monitors financial expenditures and progress against budgetary plan and takes appropriate measures to meet top line and bottom line goals ensuring a high ROI in meeting revenue targets.

- Engages, recruits, trains and manages relationships with community volunteers to ensure successful events execution.

- Engages the community to drive increased event participation; including event committee, teams, team members, sponsors, survivor/caregiver engagement, and youth engagement.

- Works in partnership with other Florida Diabetes Camp staff for achievement of identified event-related mission goals, including enterprise-wide initiatives. Integrates mission activities messaging and within events.
- Utilizes available tools and processes to maximize event results, including online fundraising.
- Facilitates volunteer retention and ensures meaningful volunteer recognition.
- Other duties as assigned

Required Qualifications:

- Bachelor's degree
- 2-5 years of development experience, including nonprofit, fundraising, marketing, public relations, communication, and/or sales experience is preferred.
- Ability to recruit, train and motivate community-based volunteers.
- Excellent written and verbal communication skills with a high level of sophistication and maturity in social and professional settings
- Ability to work with skilled professionals in the medical, academic, and corporate communities is essential.
- Demonstrated ability in handling multiple priorities, project management and meeting deadlines; strong planning and organizational skills.
- Strong customer service orientation, with extensive experience in effectively addressing and resolving issues with constituents.
- Models and fosters behavior consistent with an established culture based upon a strong staff/volunteer partnership.

Preferred Qualifications:

- Advanced Degree
 - CFRE
- Proficient in website development, computer-based information systems and/or database management.

Demonstrates Key Competencies:

- Action oriented - Takes on new opportunities and tough challenges with a sense of urgency, high energy, and enthusiasm.
- Builds networks - Effectively builds formal and informal relationship networks inside and outside the organization.
- Customer focus - Builds strong customer relationships and delivering customer-centric solutions.

- Drives engagement - Creates a climate where people are motivated to do their best to help the organization achieve its objectives.

- Ensures accountability - Holds self and others accountable to meet commitments.

Other skills:

- Able to work successfully in a diverse team environment.

- Proven relationship building, persuasion and influence skills.

- Ability to proactively monitor and adjust activities to respond to changing circumstances and priorities to meet goals, proactively address issues as they arise and mitigate risks associated to events.

- Outcome driven; strong project management ability.

- Able to work through others to accomplish goals.

Job Details:

Full-Time Position

- Some evenings and weekends required
- Travel across the State of Florida is required

Salary dependent on experience

401k and Health Insurance provided

Must have access to car or be able to transport materials to and from meetings and special events/programs.

Must be able to staff evening and weekend committee meetings, events and programs and be self-sufficient in the set-up/take down of event equipment.

The Florida Diabetes Camp is committed to providing staff with fulfilling opportunities to learn, grow and make an impact in their local communities. We offer staff a generous paid time off policy; medical, dental and retirement benefits, and professional development programs to enhance staff skills.

Location:

You are able to work remotely, but do need to be based out of Florida. Our main office is located in Gainesville, FL and periodic visits to the home office is an exception.

Application Process:

Applications will be accepted until the position is filled. Cover letter, curriculum vitae, and other qualifying materials should be sent to Gary Cornwell at gtc@ufl.edu. Alternatively, they may be mailed to:

Florida Diabetes Camp
P.O. Box 14136
Gainesville, FL 32604