



SOCIETY to IMPROVE DIAGNOSIS
in **MEDICINE**

DIRECTOR OF DEVELOPMENT
JOB SUMMARY

FLSA Status: Exempt (Full-time)

Reports To: Chief Executive Officer

Supervises: Development Specialist, consultants

Location: Remote

Role Summary

Society to Improve Diagnosis in Medicine (SIDM) is accepting applications for a full-time **Director of Development** to lead its fundraising efforts.

In this 100% remote position, the Director of Development (“Director”), reporting to the Chief Executive Officer, will have the exciting opportunity to shape and grow SIDM’s Development Department and programs including membership, institutional giving, grants, major gifts, and other funding opportunities.

He/she will have responsibility for the design, implementation, and execution of the strategic direction of the organization’s fundraising efforts, ensuring that we set ambitious yet achievable goals by providing leadership, vision, and evaluation and analyses of our efforts, as well as managing a portfolio of 75-125 key funders and prospective funders/donors.

Responsibilities

This list of duties and responsibilities is not all-inclusive and may be expanded to include other duties and responsibilities as management may deem necessary from time to time.

Fundraising Strategy and Implementation

- Manage relationships with current and prospective individuals and companies to reach fundraising goals. Applies fundraising practices, to drive sustainable growth.
- Manage a fundraising operation that includes maintaining and growing annual revenue from membership, institutional funders, major donors, corporate sponsors, government, etc.
- Set short- and long-term annual monetary goals and budgets according to the organization’s Strategic Plan.
- Drives the ongoing process of developing and managing a pipeline of potential financial donors including corporations, foundations, and individuals.
- Research potential sources of, and applies for, grants and public funding.
- Plans, manages, implements, and evaluates strategies and initiatives aligned with revenue generation. Drives campaign growth through effective donor cultivation and engagement with integration across SIDM initiatives.
- Manage the fundraising process, including implementing policies and procedures, and maintain records of receipts and disbursements of funds.
- Plan fundraising events that effectively communicate the purposes of the organization.



SOCIETY to IMPROVE DIAGNOSIS in MEDICINE

- In collaboration with the Executive Team, Communications Department, and other leadership, create compelling fundraising literature for past, current, and prospective donors, at all levels, to motivate to support SIDM's mission.
- Strengthen the use of data to inform goals and priorities and revenue forecasting for membership, institutional giving, and major gifts.

Leadership and Organization-wide Goals

- Across functions and programs, promote a fundraising culture of trust, support, resource sharing, and transparency
- In collaboration with the Board of Directors and other senior leaders of the organization, help to develop and implement the organization's strategic goals and strategies
- In partnership with the CEO, build Boards of Directors' strategic engagement in fundraising activities

Development Department Management

- Set and drive a clear vision for the development department that advances organization-wide strategies, goals, and change processes
- Provide leadership, strategic direction, and oversight for the development team to execute and monitor the development plan
- Manage, develop, and retain a growing team of development professionals and actively cultivate a culture of collaboration, openness, trust, equity, inclusion, and support within the department, and in its work with other departments
- Lead the building, implementation, and adoption of systems and practices that support intra- and inter-departmental collaboration, alignment and communication, and relationship building
- Prepare and oversee annual department budgets

Qualifications

The qualified candidate will have a bachelor's degree in business, finance, accounting, or similar field required a minimum of 5 years of development experience in a gift solicitation role and with direct experience, and knowledge of the full spectrum of development, as well as staff management.

The ideal candidate will bring a strong track record of cultivating and closing contributions of five- to seven-figures, managing fundraising programs with diverse revenue streams, creative and thoughtful leadership with experience managing teams and systems, fluency in data and technology to systematically manage and support fundraising, and can plan for and respond to growth. The Director of Development will need to have a deep commitment to improving health outcomes and health equity for all.

Other Required Skills/Abilities

- Demonstrated track record in fundraising or sales
- Demonstrated knowledge of fundraising strategies and principles
- Experience utilizing analytics, data and reporting to leverage and maximize revenue growth
- Ability to organize and drive campaigns and fundraising events
- Knowledge of tax planning principles and techniques that favor charitable giving



SOCIETY to IMPROVE DIAGNOSIS in MEDICINE

- Proven track record of growing and managing fundraising programs of \$1MM+
- Proven ability to personally cultivate, solicit, and steward individual and foundation donors at five to seven-figure levels
- Experience developing an effective fundraising infrastructure, including operational systems and processes for fundraising, financial management, administration, grant and contract management, and moves management
- Experience and fluency with fundraising CRMs and technologies
- Effective interpersonal skills and the ability to work effectively with various constituencies, including the Board of Directors, other department heads, program directors, staff, and donors
- Excellent oral and written communications skills; persuasive communicator with the ability to craft fundraising materials and make presentations/pitches to a variety of audiences
- Familiarity with grants management and tracking across a complex and growing organization.
- Experience working in and/or fundraising efforts to support public health, health equity, and/or related issues.
- Experience managing and cultivating high-level leaders at the C-Suite level.

Work/Physical Environment

- Virtual office; some work at off-site locations may be required
- Prolonged periods of sitting at a desk and working on a computer
- Occasional work on evenings and weekends as needed
- Smoke- and drug-free environment
- This role routinely uses standard office equipment such as computers, phones, scanners
- SIDM is an equal-opportunity employer and seeks to employ qualified individuals based on individual merit. SIDM does not discriminate against any individual with respect to the terms and conditions of employment based on that individual's race, sex, age, religion, color, national origin, disability, genetic information, marital status, veteran status, sexual orientation, gender identity or expression, housing status, or any other non-merit factor protected under state, local or federal laws. Equal Employment Opportunity applies to all personnel actions such as recruiting, hiring, compensation, benefits, promotions, training, transfer, termination, and opportunities for training. SIDM is committed to a fair and equitable workplace where everyone is a respected and valued member of the team.

Featured Benefits

- Medical insurance
- Dental insurance
- Vision insurance
- Life insurance
- Short-and long-term disability insurance
- 403(B)
- PTO
- Remote working

About SIDM

The Society to Improve Diagnosis in Medicine (SIDM), a 501(c)(3) nonprofit organization, catalyzes and leads change to improve diagnosis and eliminate harm from diagnostic error. We work in partnership with patients, their families, the healthcare community, and every interested stakeholder.



SOCIETY to IMPROVE DIAGNOSIS
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SIDM is the only organization focused solely on the problem of diagnostic error and improving the accuracy and timeliness of diagnosis. Among its programs, in 2015, SIDM established the Coalition to Improve Diagnosis as a strategic initiative to increase awareness and catalyze actions that will improve diagnosis. Members of the Coalition represent hundreds of thousands of healthcare providers and patients—and the leading health organizations and government agencies involved in patient care. Together, we work to find solutions that enhance diagnostic safety and quality, reduce harm, and ultimately, ensure better health outcomes for patients.

SIDM's North Star is our vision of a world where no patients are harmed by diagnostic error. We are seeking a fundraising leader who will build a robust fundraising program with a deep, shared commitment to achieving SIDM's vision on behalf of our members, stakeholders, and all people.

To Apply: Send cover letter and resume/CV to careers@improvediagnosis.org

Salary: Competitive salary commensurate with experience