



***Land for life.
Nature for all.***

Senior Director, Development Services

Natural Lands, a vibrant, regional, nonprofit organization and leader in land conservation, natural resource stewardship, and public engagement, seeks a Senior Director of Development Services to join our team at our headquarters on the Hildacy Preserve in Media, Pennsylvania.

Since the early 1950s, Natural Lands has saved open space, cared for nature, and connected people to the outdoors in eastern Pennsylvania and southern New Jersey. Today, the organization is one of the nation's largest regional land conservancies and is widely respected for its record of success, technical expertise, respectful and creative approach to partnerships, fiscal strength, and integrity.

Over the course of its nearly 70-year history, Natural Lands has helped preserve more than 135,000 acres including a network of over 40 nature preserves and one public garden across two states and 13 counties. These properties total 23,000 acres and include many of the most spectacular and diverse properties in the region, which are enjoyed by more than 300,000 visitors annually.

Natural Lands seeks to hire great people from a wide variety of backgrounds, not only because it's the right thing to do, but because it makes our organization stronger. We aim to build a workplace where employees feel empowered to be their full, authentic selves. We welcome you to explore a career at Natural Lands.

Job Summary

The Senior Director of Development Services oversees Natural Lands' fundraising operations and directs strategy and management of all internal support services – including processes, procedures, technological advancements, data management and hygiene, and reporting and analytics—with the goal of strengthening organizational capacity to grow philanthropic revenue and deepen donor relationships.

The position has core responsibility for coordinating with the Finance Department and providing day-to-day supervision for the Development Services team, which includes the Systems and Reporting Manager, Development Coordinator, and Development Associate. As an integral member of a twelve-person, highly motivated development team, the Senior Director of Development Services has additional assignments associated with strategic and work planning, budgeting, and development compliance.

Primary Responsibilities Overview

- Direct internal and external development services to enable and strengthen frontline fundraisers' capacities to grow philanthropic revenue and advance donor relationships.
- Manage and evolve a department infrastructure that capitalizes on external opportunities, advances internal processes, procedures, and technologies, and unifies department fundraising across the donor spectrum.
- Supervise staff involved with Development Department operations and maintain a support service unit that excels at both internal and external customer service.

Qualifications

- Bachelor's degree.
- Minimum ten years of development experience, including a track record of overseeing fundraising operations.
- Broad knowledge of all facets of a sophisticated development program.
- In-depth knowledge of development technology and digital communications systems, specifically Raiser's Edge, Omatic, development email platforms, and other communication tools, as well as research analytics and screening tools.
- Skilled at establishing and cultivating strong relationships with peers, organizational leadership, and colleagues across different levels of the organization.
- Demonstrated track record of success managing and monitoring complex budgets, department management and administration, and current trends in philanthropy.
- History of direct supervisory experience of two or more employees.
- A talent for managing up (particularly senior management and board leadership), including evidence of successful relationship management partnerships.
- Unwavering commitment to discretion in dealing with donor information.
- Exceptional and practiced history of written and verbal communication skills.
- Ability to understand and articulate Natural Lands' case for support as well as organizational priorities.
- Capacity to balance multiple and sometimes competing deadlines and to work productively and amicably in a fast-paced and motivated environment.
- Strong interest in conservation and Natural Lands' mission.
- Commitment to take CPR and basic first aid training if not certified already.

Physical Requirements/Working Conditions

This position is primarily an office-based position, requiring frequent sitting for long periods, with occasional periods of walking, standing, bending, and reaching. The position is hybrid with a minimum of two days a week in the office. However, during training more in-office time may be necessary. The position requires use of the computer and the telephone. The position also requires hiking hills and walking uneven terrain in addition to reaching, lifting, carrying, pushing, and pulling for placement and setup of event support items up to 20-35 pounds (tables, chairs, signs, displays, etc.). The candidate must be prepared to work outdoors under all conditions, including heat, cold, and with occasional exposure to poison ivy, biting and stinging insects, etc. The ability to travel throughout the region (eastern PA and southern NJ), reliable vehicle, and valid driver's license are required for travel as needed.

Natural Lands is committed to creating an inclusive environment and is proud to be an equal opportunity employer. All qualified applicants receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, age, national origin, sexual orientation, disability, or veteran status. We aim to build a workplace where employees feel empowered to bring their full, authentic selves to work.

TO APPLY: visit our [Careers page](#) and complete the online application process. Please address all applications to Tiffany D. Sowers, SPHR, SHRM-SCP, Vice President of Human Resources.