



PHILANTHROPY DIRECTOR

Location: Remote (U.S.-based, east coast preferred, with travel required)

Reports to: Chief Development Officer

Position Type: Full-time, Exempt

About Born Free USA

Born Free USA works to protect animals from cruelty and exploitation worldwide. We operate one of the largest primate sanctuaries in the United States, advocate for stronger wildlife protections at state, federal, and international levels, and advance global conservation programs that preserve species and ecosystems. Our vision is a world where all wildlife live free.

Position Summary

The Philanthropy Director is a frontline fundraiser responsible for cultivating, soliciting, and stewarding a portfolio of major donors and prospects capable of making significant gifts to Born Free USA. This role also oversees organizational events—both cultivation-focused and fundraising—and manages the marketing and stewardship of the planned giving program.

The ideal candidate is an experienced gift officer with excellent communication skills who is motivated by advancing Born Free USA's mission.

Key Responsibilities

Major Gifts (Primary Focus — 50%)

- Manage and grow a portfolio of 50 major gift donors and prospects with the capacity to give \$10,000+.
- Develop personalized cultivation, solicitation, and stewardship strategies to deepen engagement and increase philanthropic investment.
- Conduct regular donor outreach, including meetings, calls, personalized communications, and experiential cultivation activities.
- Prepare compelling proposals, gift agreements, and stewardship reports in collaboration with program and development staff.
- Manage the Leadership Giving Circle, Born Free's major donor and prospect cultivation program
- Track donor progress, interactions, and moves management activity in the CRM with accuracy and timeliness.
- Partner with the CDO and CEO to support their donor portfolios and help prepare for high-level meetings.

Events (Fundraising & Cultivation — 35%)

- Lead the planning and execution of major donor events, including salons, donor dinners, small receptions, virtual briefings, auctions, and signature fundraising events.
- Develop event strategy to support donor engagement, prospecting, and brand awareness.
- Manage event logistics, including venue coordination, timelines, budgets, vendors, guest lists, run-of-show, and post-event follow-up.
- Serve as on-site lead for all events, ensuring a high-quality, mission-centric donor experience.
- Collaborate with communications staff to produce event collateral and promotional materials.

Planned Giving (Marketing & Stewardship — 15%)

- Manage and grow Born Free USA's planned giving program (Elsa's Legacy Circle), including bequests, beneficiary designations, and legacy commitments.
- Steward legacy donors and prospects with tailored communications and personalized cultivation.
- Serve as the internal resource on planned giving basics; coordinate with external advisors when needed.
- Collaborate on marketing materials and campaigns to increase awareness and pipeline development for legacy gifts.

Qualifications

- 5+ years of professional fundraising experience in major gifts or donor-facing roles.
- Demonstrated success securing five- and six-figure gifts (or higher).
- Experience managing donor events or campaign events; strong project management skills.
- Knowledge of planned giving fundamentals (advanced expertise not required; training can be provided).
- Exceptional relationship-building and communication skills—both written and interpersonal.
- Strong organizational skills with the ability to manage multiple projects and deadlines simultaneously.
- Comfort with CRM software, prospect research tools, and virtual meeting platforms.
- Ability to travel for donor meetings and events (up to 25% travel).

Key Attributes

- Passion for animal welfare, conservation, or environmental causes
 - Warm, engaging relationship-builder
 - Strategic mindset with attention to detail
 - Highly proactive and self-directed
 - Comfortable representing the organization with professionalism and inspiration
 - Creative problem-solver who thrives in a collaborative environment
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Compensation & Benefits

- Salary range: \$75,000- \$90,000 plus benefits, commensurate with experience
 - Health, dental, and vision insurance options
 - Paid time off and holidays
 - 3% employer matched 401K
 - Flexible remote work environment
 - Opportunities for professional development
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How to Apply

- Please send a resume and cover letter to HR@bornfreeusa.org.
- A cover letter is required. It should address your interest and/or experience in animal welfare as well as job-specific qualifications. Do not use AI to generate your letter.
- We expect virtual interviews followed by a final in-person interview.
- Interviews will begin in January 2026.

