



JOB PROFILE

Chief Development Officer

The Ohio History Connection's mission is to
Spark Discovery of Ohio's stories.
Embrace the present, share the past, and transform the future.

Ohio History Connection

The Ohio History Connection is a 501(c)3 organization chartered by the State of Ohio in 1885 to preserve and share the state's history. This includes housing the state historic preservation office and managing 58 historic sites and museums—including the flagship museum housed at the Ohio History Center—and 9 nationally significant archaeology sites in Ohio. From automobiles to wedding gowns, the Ohio History Connection's treasured collection of nearly 2 million objects tells the ordinary and extraordinary stories of the Ohioans who built our state's farms, industries, businesses, schools, churches, social organizations, and communities. The Ohio History Connection also provides critically acclaimed school programs and serves as the state archives.



An Unparalleled Opportunity

This is a momentous time in the Ohio History Connection's history. Under visionary leadership, the Ohio History Connection is poised to undertake the three most transformative initiatives in its 130-plus-year history. These initiatives will stir excitement throughout the state of Ohio and reverberate throughout the region and the country for their groundbreaking contributions to American history knowledge. One exciting initiative, already underway, is the nomination of three of Ohio's Ancient Earthworks—collectively known as the Hopewell Ceremonial Sites—for designation as World Heritage Sites. This prestigious designation—"a place of outstanding universal value"—is awarded by the United Nations Educational, Scientific, and Cultural Organization (UNESCO). The relevance of Ohio's earthworks is worldwide, equal to that of the Pyramids and Stonehenge. These monumental works, still sacred to American Indian tribes, bear lasting witness to the genius of indigenous North Americans in the Ohio Valley between 900 and 2,600 years ago. Designation as World Heritage sites will underscore the cultural significance of these sites, bring international prominence to Ohio, and attract travelers from across the globe to our state.

For the highly accomplished development professional seeking to reach the next career milestone, the position of Chief Development Officer (CDO) provides an opportunity to advance to the top of the profession. The ideal candidate will be responsible for all aspects of the development function. The individual will lead an established, cohesive, and high-caliber team of professionals with the potential to achieve unprecedented development goals. The CDO also will work collaboratively with a strong executive leadership team to help achieve the Ohio History Connection's ambitious vision of the future. In this prestigious position, the right candidate will help position the Ohio History Connection for national and global recognition in historic site preservation, archive conservation, and education and scholarship. The World Heritage initiative will confer the highest-level endorsement of tourism and create an unprecedented opportunity to elevate the philanthropic program to international scope. The breadth and impact of the CDO position offers a once-in-a-lifetime career legacy opportunity for the right individual.



The Position

Reporting to the Chief Executive Officer, the CDO plans, directs, and leads the development program for the Ohio History Connection; represents the development program in internal and external settings; and is a member of the Mission Forum and the O-H-I-O Forum.

Essential Duties and Responsibilities

- **Strategic Leadership**

- Proven capability to develop and nurture meaningful and lasting relationships with donors, trustees, staff, and other stakeholders at all levels of the organization.
- Demonstrated ability to assist the CEO to build and nurture a Culture of Philanthropy where everyone in the organization from custodian to board president embraces customer-centered and donor-centered behavior and is an ambassador for philanthropy and fund development.
- Serves as the principal point person for fundraising, while involving trustees, staff, and other stakeholders as appropriate.
- Serves as a passionate and informed advocate for the Ohio History Connection, and clearly communicates the impact of our work, verbally and in writing, throughout the entire donor and supporter network.
- Proactively engages and stewards both existing and potential donors to determine areas of interest and how they see themselves as part of Ohio's stories.
- Leads the creation of a fundraising strategy and develops plans that will ensure the Ohio History Connection's fundraising goals are achieved through multiple fundraising approaches/channels that reach a diversity of donors, including, but not limited to, capital campaigns, leadership donors, Mabry Society members, other individual donors, special interest groups, etc.
- Keeps current on programs and initiatives at the Ohio History Connection, working with all divisions and organizational leadership to create an annual fundraising plan that is clear in its objectives, goals, target audiences, timelines, and assignment of responsibilities.
- Responsible for spearheading significant growth in annual gifts, major gifts, planned/endowment gifts, sponsorship revenues, corporate and foundation contributions, and special project fundraising to support the mission.
- Evaluates the fundraising activities annually to ensure quality, productivity, and relevance toward goals.
- Maintains a portfolio of top leadership donors, Mabry Society, corporate, and foundation prospects; works across the organization to develop a functional and effective pipeline of these prospects.
- Furthers the engagement and retention of current and prospective donors, and fosters their long-term emotional and financial commitment to the organization.

- **Team Leadership**

- Is accountable for the fundraising performance of the development team.
- Develops a high-performance team culture focused on leadership and accountability at all levels through continuous learning, collaboration, measurement of results, and goal achievement.
- Provides leadership, strategic direction, oversight, coordination, and priority setting for the development team to achieve the financial goals.



- Leads the work of the development team and ensures the team is meeting or exceeding fundraising goals. Hires, develops, supervises, coaches, and evaluates team members and creates a supportive, goal-oriented, and productive culture based on the core values of the Ohio History Connection. Sets performance goals for team members and evaluates performance against goals on a regular basis. Effectively coaches team members and provides supportive and developmental feedback to enhance performance. Ensures team members develop the technical, leadership, and professional skills to be successful.
- Ensures that accurate and updated records of all communications and donor information are maintained by the development team. Ensures that customized donor data is accurately imported, exported, and edited in a variety of digital platforms and tools as needed.
- Tracks, monitors, and reports on donor income status. Supervises the preparation, maintenance, and distribution of such reports, records, and related materials appropriate for the development program and respective Board sub-committees.



- **Collaborative Leadership**

- Contributes to the Ohio History Connection's strategic plan and direction in collaboration with other organizational leadership.
- Trains and coaches Board members in fundraising and helps identify and recruit new Board members.
- Works collaboratively with the Board by involving them in the creation and implementation of the fundraising plan, regular reports at Board meetings, and as otherwise required. Keeps the Board informed of development team activities and identifies opportunities to involve the development team with the Board whenever possible.
- Serves as a liaison to the Marketing/Development Committee.
- Understands the intersection of fundraising, marketing, visitorship, social media, and membership, and works with respective departments to maximize these opportunities.
- Develops positive, collaborative relationships with Ohio History Connection site management partners and staff to provide guidance and assistance for major site-related fund-raising efforts.

Qualifications

Personal Competencies and Attributes:

- Self-directed and flexible.
- Resourcefulness and initiative.
- Problem solving and decision making.
- Effective organizational skills.
- Excellent written and verbal communication and networking skills; able to engage, educate, and inspire in personal meetings, group settings and written form.
- Experienced team player in a high-performing, collaborative environment.
- Incredible attention to details important to relationships and strategy.



- Able to work independently without supervision.
- Able to build cooperative relationships with peers, share knowledge, learn from others, and contribute to team and organizational goals.
- Energetic, diplomatic, adaptable, and have a good sense of humor.
- Able to prioritize multiple responsibilities simultaneously and delegate appropriately to ensure all goals are met.
- Discrete and prudent in discerning confidentiality.
- History of working effectively with all people irrespective of their history, economic status, challenges, race, gender, educational level, or sexual orientation.
- Experience leading organizational and operational change.
- Ability to work flexible hours, including evenings and weekends as needed.

Language Skills:

Ability to communicate effectively with a variety of audiences in person, on the telephone, and in writing. Ability to respond effectively to the most sensitive inquiries or complaints.

Mathematical Skills:

Requires strong mathematical skills, especially relating to budget development, management, and non-profit finance. Familiarity with statistical analysis and market research best practices, including fluency in evaluating and using donor research and demographic data.

Technical Skills:

Proficiency with Microsoft Office and Donor Data Systems.

Reasoning Ability:

Analytical and problem-solving skills are necessary. Accuracy and attention to detail are essential. Ability to exercise initiative and independent judgment, to work without continuous supervision, and to work cooperatively with internal and external groups and individuals.

Other:

Outstanding planning and organization skills. Intellectual depth, moral integrity, creativity, a sense of humor and a talent for highly collaborative teamwork are vital.

Work Environment

Normal office environment. Occasional evening or weekend work. Travel required.

Required Education and Experience:

- Bachelor's degree or equivalent in business, liberal arts, history, or some other related field.
- Ten years of progressively responsible leadership, 7 years of which to include experience as a manager in a membership/fundraising setting.

Desirable Education and Experience:

- Master's degree (M.A.) in an appropriate field of study.
- Experience with capital campaigns and fundraising experience with museums.
- CFRE



Columbus, Ohio

While the position is located in Columbus—Ohio’s capital and the state’s largest city—the CDO will interact and meet with donors across the state. With over 2 million residents in the metropolitan area, Columbus is booming, and not just in population. A thriving economy, bustling urban neighborhoods and inviting suburban communities, and innovative arts and cultural opportunities for every age group and taste make Columbus one of the region’s most desirable locations for single adults and families alike. The Columbus food scene is second to none, and farm-to-table restaurants, distilleries and craft breweries, and coffee roasters abound in every neighborhood.



Columbus is home to top-ranked collegiate and professional sports teams, major international employers, unsurpassed hospitals and health systems, and nationally rated colleges and universities that attract students from all corners of the globe. With over 350 neighborhood parks, including 33 acres of new parkland on the downtown riverfront, and abundant biking and hiking trails, there are plentiful opportunities for outdoor recreation. Columbus embraces diversity of all types,

and offers opportunities for intercultural exchange and awareness through city-wide forums, exhibitions, ethnic festivals, and an annual Pride Parade celebrating LGBTQ residents.

Intelligent Communities Forum has named Columbus one of the most intelligent cities in the world. Columbus also is one of the most philanthropic cities in the U.S. The Columbus Foundation is among the country’s top ten community foundations by asset size, and houses donor advised funds and supporting foundations that engage donors in the work of nonprofit organizations. A generous corporate giving community provides support for community initiatives and causes.

To Apply

Benefactor Group is honored to facilitate the search process for the Ohio History Connection. To apply, please send cover letter and resume to: HR@benefactorgroup.com

For inquiries, please contact Ron Guisinger ron@benefactorgroup.com or Cathy Fynes cathy@benefactorgroup.com

Candidates are urged to visit the Ohio History Connection website at <https://www.ohiohistory.org/>

The Ohio History Connection is an equal opportunity employer.