# Chief Development Officer/Technician

# ROBERT SMITH

Phone: (123) 456 78 99
Email: info@qwikresume.com
Website: www.qwikresume.com
LinkedIn: linkedin.com/qwikresume
Address: 1737 Marshville Road,
Alabama

## **Objective**

Senior Non-profit Executive with demonstrated experience in management and leadership in results oriented environments. Effective in developing strategic business plans.

#### Skills

Recruitment, Training, Human Resources.

## Work Experience

### Chief Development Officer/Technician

#### **ABC Corporation** - 2011 - 2014

- Lead introduction of major gift program with multi-year donors raising in its first year.
- Raised in the planned giving program by introducing a new lead generation program and integrating two donor databases.
- Created a " signature" event that raised by recruiting and training key community volunteers.
- Generated in the direct mail program by improving and expanding the number of segmentation and donor-specific messages.
- Lead and directed corporate sponsorship program resulting in revenue.
- Restructured the National Office infrastructure to better meet the needs of the organization including chapters and the department of staff members.
- Moved all strategic development projects in-house, hired and managed resources.

### **Chief Development Officer**

#### **ABC Corporation** - 2009 - 2011

- As a member of the Executive Cabinet of the Agency, oversaw all facets of the communications and fundraising policies of mercyFirst.
- Developed fundraising goals and public relations objectives to ensure the fulfillment of the
  mission of mercyFirst, a leading child welfare agency providing children and families in need
  from New York City through the eastern tip of Long Island with the most innovative,
  competent, and compassionate care available.
- Redefined and enhanced the goals and objectives of public relations, planned giving, major gifts, direct marketing, and government funding activities while supervising and mentoring a staff of seven.
- Continually participate in identifying, cultivating and soliciting donors that include individuals, corporate, foundations and government agencies.
- Provided guidance to the CEO, as well as the Executive Cabinet, in matters related to external affairs such as speakers bureaus, press conferences and television appearances.
- Worked closely with the Board of Directors and Foundation Trustees in arranging opportunities
  to meet with current and prospective donors to increase interest in and support for
  mercyFirst..
- This is Dummy Description data, Replace with job description relevant to your current role.

#### **Education**

Bachelor of Arts in Sociology and Psycholog	gy - (University of Texas -	Edinburg, TX)