

Robert Smith

Asst. Chief Development Officer

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SUMMARY

Professional in Retail Business, with 15 years of experience, beginning as a sales associate and reaching top positions as Chief for Marketing, Commercial and Development departments.

SKILLS

Communication Skills, Management.

WORK EXPERIENCE

Asst. Chief Development Officer

ABC Corporation - February 2012 – April 2013

- Responsible for fundraising efforts in counties in South Carolina and counties.
- Highlights and accomplishments include Serving as a member of the CEOs Administrative Team.
- Establishing annual fundraising goals and objectives for the staff of six.
- Raising total of through all avenues annual goal.
- Establishing a portfolio management system with major gift officers.
- Establishing nine new on-line microsites (an episodic employee-based donation system) with companies in the region.
- Moved all strategic development projects in-house, hired and managed resources.

Chief Development Officer

Green Door Behavioral Health - 2007 – 2012

- Responsible for planning and administering comprehensive development and communications programs for Green Door, and expanding the development operation of Green Door a community mental health organization that works to bring DC residents into recovery and out of poverty.
- Green Door has a 12M annual budget; 1M in philanthropy.
- Serve as key public ambassador for Green Door and a member of the senior management team Inspires a team that creates and executes integrated marketing and development initiatives across a set of growing and diverse set of donors and partners.
- Work with contractors and consultants and secured pro-bono capacity building services.
- Directs Green Doors special events including annual Remarkable Journeys Gala which raised \$610,000 in FY15.
- Responsible for vision, fundraising, communications, outreach, volunteer program, government relations and staff management.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

Master of Science in Sports Administration - (St. Thomas University - Miami, FL)