



Director of Development

Full-Time | On-Site | Reports to: President & CEO

Location: Junior Achievement of Memphis and the Mid-South

About Junior Achievement of Memphis and the Mid-South

Junior Achievement (JA) empowers young people to own their economic success and lead lives of choice. Through real-world learning, career exploration, and financial capability programming, JA serves students across 71 counties in the Mid-South—partnering with volunteers, schools, and the business community to prepare future-ready leaders.

Position Overview

The Director of Development is responsible for driving the development strategy for Junior Achievement of Memphis and the Mid-South. This includes leadership of individual giving, legacy giving, grants, corporate support, stewardship, board engagement, development systems, and the planning of all donor-focused events.

Reporting directly to the CEO/President, this role plays a pivotal part in advancing JA's long-term sustainability—including oversight of the World Ready Fund and the 1955 Society, JA's first-ever legacy giving campaign,. The Director will lead with operational excellence, provide strategic vision, build deep relationships across the Mid-South, and ensure disciplined donor engagement driven by gratitude, integrity, and mission.



Key Responsibilities

1. Individual Giving Leadership

- Lead all individual giving campaigns and donor pipelines across JA's 71-county footprint.
- Develop year-round engagement strategies to grow donor retention, acquisition, and major gifts.
- Manage a personal portfolio of high-capacity donors and family foundations.
- Oversee stewardship plans, impact reporting, acknowledgements, and donor journeys.

2. Legacy Giving & The World Ready Fund

- Lead JA's first-ever legacy giving campaign: 1955 Society.
- Support the build-out and growth of the \$20 million World Ready Fund, with completion targeted for 2029.
- Develop messaging, case statements, recognition, and legacy-giving engagement strategies.

3. Development Systems & Operations (Salesforce, Instrumentl, and others)

- Oversee all development office systems, ensuring accurate data entry, reporting, analytics, dashboards, and forecasting.
- Manage JA's technology platforms including Salesforce, Instrumentl, event software, and stewardship tracking tools.
- Ensure seamless coordination of donor information, corporate data, and grant reporting.
- Maintain vendor relationships and ensure efficient development operations.

4. Grants Strategy & Administration

- Collaborate with the Director of Finance and CEO on grants administration, compliance, and reporting.
- Identify grant opportunities through Instrumentl and other tools; provide content, data, and leadership for proposal development.
- Ensure timely delivery of all narrative and financial grant submissions.

5. Special Events & Donor Engagement

- Oversee strategic execution of all donor-facing and development events—cultivations, stewardship gatherings, and receptions.



- Partner with the Senior Director of Corporate Partnerships to support Bowl-A-Thon and other revenue-generating events.
- Ensure events are mission-aligned, polished, welcoming, and successful.

6. Communications & Donor Experience: Lead all donor communications, including newsletters, annual reports, event invitations, stewardship materials, website updates, and case statements.

7. Community Foundations & Regional Philanthropic Networks

- Represent JA in all work involving community foundations across the region.
- Ensure stewardship compliance on regional philanthropic platforms (DAF portals, profiles, grant systems).
- Build and maintain relationships with advisory boards, DAF holders, estate attorneys, wealth managers, accountants, and community partners.

8. Corporate & Community Relationship Building

- Support corporate fundraising in partnership with the Senior Director of Corporate Partnerships.
- Partner with the CAO and program team the Stock Market Challenge student and adult versions.
- Attend community events to represent JA's mission and steward relationships.
- Build new and deepen existing partnerships that advance JA's brand and reach.

9. Board of Directors & Leadership Engagement

- Serve as the primary staff liaison to the Board on development matters.
- Support board engagement in stewardship, fundraising, and community outreach.
- Prepare development dashboards, forecasts, and reports for board and committee meetings.
- Guide and coach board members in ambassador roles.

Qualifications

- Minimum of 10 years of professional experience in fundraising, development leadership, or philanthropy.
- Demonstrated success in individual donor strategy, major gifts, legacy giving, and donor stewardship.



- Proven experience overseeing complex development operations and CRM systems (Salesforce preferred) and grants management (Instrumentl preferred).
- Strong event-planning, leadership, and project-management skills.
- Excellent interpersonal, written, and verbal communication skills.
- Ability to collaborate across departments and engage senior-level volunteers and donors.
- High ethical standards, confidentiality, professionalism, and integrity.
- A passion for children, education, and the Mid-South community; belief in helping young people find and lead lives of choice.

Work Environment

- Full-time, on-site role.
- Evening and occasional weekend work required for donor events.
- Fast-paced, mission-driven, high-collaboration environment.

To Apply

Send resume and cover letter to:

Leigh Mansberg, President & CEO

Email: lmansberg@jamemphis.org