



Lake Erie Nature & Science Center

Our Mission: The nonprofit Lake Erie Nature & Science Center educates and inspires each of us to understand, appreciate and take responsibility for our natural world.

501(c)(3) nonprofit organization
Tax ID #34-0845030

Job Posting: Leadership Giving Specialist, full time, in person

Position Summary: Lake Erie Nature & Science Center is seeking candidates for the position of Leadership Giving Specialist. This position will work on site at our facility in Bay Village, Ohio, in collaboration with the Development and Marketing Coordinator and the Development Specialist, and will report to the Executive Director. The Leadership Giving Specialist will engage donors at leadership giving levels in support of the Nature Center mission including capital campaigns, planned giving, and special projects. The Specialist will create, implement, and manage a communication schedule for a portfolio of donors and community members based on their interests, and will write communication pieces, impact reports, and gift opportunities. The Leadership Giving Specialist will engage donors in all stages of the philanthropic cycle including meeting with donors on site or virtually often with other employees and volunteers, and supporting and attending on-site events. These development activities will be undertaken within the guidelines of the organization budget and mission and for the sole purpose of forwarding the mission of the Nature Center. Successful performance in this position will result in meeting activity and revenue goals, and demonstrating excellent collaboration with employees and volunteers. Salary will be commensurate with experience. This full time position is eligible for health and dental insurance plan, 401k plan, paid time off, and membership benefits of the Northeastern Ohio Inter-Museum Council.

Qualifications: Applicants must have several years of direct experience with raising leadership gifts from individual donors for a nonprofit organization, and experience with creating and implementing donor-centered communication strategies. Applicants must be able to navigate contact management software, write communication pieces for donors, manage and organize a donor communications schedule, and have experience working independently and in collaboration with a development team. The Leadership Giving Specialist must be an excellent communicator and collaborator who directly interacts with donors with exceptional attention to confidentiality, detail, and fundraising ethics. As a member of the Nature Center staff the Leadership Giving Specialist will be committed to our mission of informal science education, continuous improvement, and accountability, and adhere to the employee handbook and policies including COVID-19.

Organization: Lake Erie Nature & Science Center connects people to the natural world with engaging programs for children and families, space science programs, wildlife rehabilitation and education, and live animal exhibits. It is the only facility providing wildlife rehabilitation in Cuyahoga County; it is one of two public access planetariums in Cleveland; it features one of the region's first and largest nature-based preschool programs; and it is located in a park setting near Lake Erie. The Nature Center is funded by private donations, program fees, grants, and Cuyahoga Arts & Culture through the residents of Cuyahoga County.

Application: Send cover letter and resume to jobs@lensc.org by April 30, 2024 and reference Philanthropy.

Lake Erie Nature & Science Center is committed to equal employment opportunities for all. The Center values and respects people's differences in age, color, ethnicity, ancestry, sex, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socioeconomic status, veteran status, and other characteristics.