



# Annual Giving Officer



## About the Air Force Museum Foundation

### Elevating the Legacy of the U.S. Air Force through Support and Preservation

The Air Force Museum Foundation (AFMF) is a dedicated nonprofit organization committed to supporting the National Museum of the United States Air Force™ (NMUSAF), situated at Wright-Patterson Air Force Base near Dayton, Ohio. Functioning as the Museum's crucial partner, the Foundation focuses on securing funding and resources to enhance the Museum's facilities, exhibits, and educational programs.

To ensure the long-term sustainability of the NMUSAF, the Foundation engages in diverse fundraising activities, and strategic partnerships with individuals, corporations, and organizations. By channeling resources to acquire new exhibits, restore historical aircraft, develop educational initiatives, and maintain museum facilities, the Foundation plays a pivotal role in advancing the Museum's mission of preserving and presenting the rich history of the U.S. Air Force.

The NMUSAF, which celebrated its centennial in 2023, is the world's oldest and largest military aviation museum, welcoming 800,000 visitors from across the U.S. and around the world each year. The Museum has received nearly \$100,000,000 in philanthropic support from the Foundation over the last 62 years, shaping the Museum of today as well as the Museum's future.



## Core Values

### Passion

Performing our roles with purpose, pride, and a positive attitude.

### Integrity

Accepting responsibility for our actions by making business decisions through experience and good judgment.

### Accountability

Dedicated to achieving positive results; owning and learning from our successes and failures.

### Respect

Committed to an inclusive and collaborative work environment.



## National Museum of the U.S. Air Force (video)



Access the full video here: <https://www.youtube.com/watch?v=1LSTixdIn8s>



## The Opportunity

The Air Force Museum Foundation seeks a strategic **Annual Giving Officer (AGO)** to support its fundraising efforts. This is an exciting opportunity to be part of a growing, dynamic, and entrepreneurial team that will work with senior leadership to chart the philanthropic future of the Museum and Foundation.

Reporting to the Chief Development Officer and serving as a vital Development team member, the AGO plays a crucial role in cultivating and sustaining relationships with donors to support the Air Force Museum Foundation's mission. The successful candidate will be adept at running an appeal-based annual program, be skilled in developing and managing a direct mail program for donor acquisitions and have experience using in-person and digital events to cultivate and strengthen donor relationships.

### Responsibilities include:

#### Annual Giving Program:

- Develop and implement an effective appeal-based annual giving program to drive financial support for the organization generating \$1+ million annually.
- Manage a portfolio of 25-50 leadership donors.
- Design and execute targeted campaigns to solicit donations from various donor segments.
- Monitor and analyze the performance of annual giving initiatives, making data-driven adjustments for continuous improvement.

#### Direct Mail Program:

- Establish and manage a regular direct mail program for donor acquisition and retention.
- Create compelling and personalized direct mail campaigns to engage donors and showcase the impact of their contributions.
- Implement strategies to expand the donor base through direct mail initiatives.

#### Tribute and Legacy Programs:

- Oversee and manage existing tribute programs, such as the Legacy Wall of Honor.
- Collaborate with donors to develop and enhance tribute programs, including the creation of new initiatives.
- Ensure accurate and meaningful recognition of donors within tribute programs.

#### Events:

- Utilize events as opportunities to steward and cultivate relationships with current and potential donors.



## The Candidate

### Are you an experienced, strategic fundraiser ready to expand the annual gifts program at the Air Force Museum Foundation?

The successful candidate will have the strong organizational, relationship, collaboration, and oral and written communication skills necessary to relay the Air Force Museum Foundation's mission effectively, and to secure annual gifts.

#### Other qualifications and experience:

- A bachelor's degree in a relevant field and 3-5 years of experience.
- Demonstrated expertise in running, and growing an appeal-based annual giving program.
- Strong project management and organizational skills.
- Experience in developing and managing direct mail programs.
- Savvy professional with strong communication and presentation skills.
- Ability to work collaboratively with internal teams and external stakeholders.
- Strong relationship-building skills and experience stewarding high-level donors.
- Strong analytical database experience focused on finding potential donors (Blackbaud NXT).
- Proven experience in organizing and executing successful events.

The ideal candidate for the Annual Giving Officer position will possess a unique blend of strategic thinking, technical expertise, collaboration skills, and a passion for advancing the mission of the organization through innovative and sustainable fundraising practices.



Submit your application at:

<https://driwaterstonehc.com/position/annual-giving-officer-air-force-museum-foundation>.

**Compensation:**

\$70,000 salary per year. Eligible for incentive bonus based on performance.

**Location:**

The Museum/Foundation are located in Dayton, Ohio. This position is eligible for hybrid work. Remote candidates will be considered.

**Required travel:**

Some local, regional and national travel is required. May occasionally be required to work during the evening and on weekends for on- and off-site Foundation activities.

**Equal-opportunity Employer**

The Air Force Museum Foundation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type on the basis of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and professional development.

DRiWaterstone has been exclusively retained for this engagement. All first-round interviews for this position will take place via video conference with DRiWaterstone.

**About DRiWaterstone**

DRiWaterstone is a women-founded and led executive search firm recognized by Forbes magazine as one of the leading executive recruiting firms in the U.S. With a focus on purpose and mission-driven organizations, we provide executive search and strategic consulting services to help regional, national, and international clients grow, thrive, and excel.

DRiWaterstone is proud to lead this search.