



Planned 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 **Planned Giving Officer (PGO)** 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 (CDO) and serving as a vital member of the Development team, the PGO will play a pivotal role in securing planned giving donations, building out the planned giving program, and matching donors' interests and philanthropic priorities with the mission and goals of the Museum and the Foundation.

Responsibilities include:

Developing and Executing Planned Giving Strategies

- Devise and implement effective planned giving strategies to maximize contributions from donors.
- Collaborate with the leadership team to integrate planned giving initiatives with overall fundraising goals.
- Create compelling materials and presentations to educate donors about planned giving opportunities.
- Manage a seamless transition of donors across major giving, annual giving, and planned gift programs.

Stewardship of Known Bequest Donors

- Establish and maintain strong relationships with existing bequest donors, providing personalized stewardship to ensure ongoing donor engagement and commitment.
- Develop tailored communication plans to express gratitude and update donors on the impact of their planned gifts.
- Collaborate with the marketing team to promote planned giving opportunities through various channels.



The Opportunity (continued)

Building and Expanding the Planned Giving Program

- Identify opportunities to expand the planned giving program, both in terms of donors and the types of planned gifts.
- Work collaboratively with the Major Gifts team to identify and cultivate potential planned giving prospects; integrate planned giving into major gift conversations and solicitations to maximize donor engagement and impact.
- Spearhead the strategic development and continuous enhancement of the Planned Giving website, ensuring a user-friendly interface, compelling content, and seamless navigation for potential donors interested in planned giving opportunities.
- Drive the planning and execution of targeted direct mail solicitations for the Planned Giving program, overseeing the end-to-end process from campaign conceptualization to distribution, and utilizing data analytics to measure and optimize campaign success.
- Implement personalized cultivation strategies to convert annual giving donors into planned giving supporters.
- Analyze the organization's annual giving donor base to identify potential planned giving prospects.
- Participate in major gift events and initiatives to broaden the organization's donor base.
- Stay abreast of industry trends and best practices to continually enhance the planned giving program.

Establishing and Monitoring Annual Fundraising Metrics

- Collaborate with the development team to establish and achieve annual fundraising goals.
- Monitor and analyze performance metrics, adjusting strategies as needed to ensure success.
- Prepare regular reports for leadership on the progress and impact of the planned giving program.



The Candidate

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

Qualifications and experience:

- 10+ years of experience in fundraising, with a focus on planned giving.
- Proven success in developing and executing comprehensive planned giving strategies.
- Strong relationship-building skills and experience stewarding high-level donors.
- Strong organizational skills.
- Strong analytical database experience with a focus on finding planned giving prospects in the Foundation database.
- Excellent ability to collaborate with the Development team members and colleagues across the Foundation.
- Savvy professional with strong communication and presentation skills.
- Demonstrated ability to analyze data and metrics to inform strategic decision-making.
- A bachelor's degree in a relevant field.
- Knowledge of relevant laws and regulations governing planned giving.

If you're a passionate and strategic planned giving professional, this position may be a great fit for you!



Submit your application at:
<https://driwaterstonehc.com/position/planned-giving-officer-air-force-museum-foundation>.

Compensation:

\$100,000 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:

Local, regional and national travel is required (~25%). 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.