

PA Wing Director of Development Opportunity

The PA Wing Team is seeking an enthusiastic and dedicated senior member for the position of PA Wing Director of Development. This is a newly created position on wing staff.

DESCRIPTION

The PA Wing Director of Development will be responsible for working collaboratively with Wing, Group and Squadron level finance officers to enhance fundraising efforts, serve as a resource on best practices, regulations, fundraising ethics and considerations, as well as, track progress. The PA Wing Director of Development will assist in the implementation of Field Fundraising strategies and specific objectives, plans and procedures for effective fundraising activities at the wing, group, and unit levels.

ESSENTIAL FUNCTIONS (Adapted from Region Director of Development duty description)

- Serves in an advisory role to the PA Wing Commander and Legal Officer for fundraising inquiries.
- Works effectively with the PA Wing Commander, Legal Officer, and Group and Squadron Finance Officers to provide fundraising resources and support the development of fundraising goals, with supporting strategies in order to drive positive fundraising outcomes across the Wing.
- Communicates with the Region Director of Development to ensure that any major asks of \$5,000 or more from companies, foundations or major donors is coordinated, with particular emphasis on deconflicting multiple asks. This includes particular attention regarding the submission of grants.
- Collects quarterly updates from all Group Finance Officers for approved unit fundraising requests and assemble for submission to the PA Wing Director of Finance.
- Takes advantage of fundraising training and education offered within the Civil Air Patrol.
- Works with Groups and Squadrons to communicate and educate about available fundraising programs approved by NHQ.
- Collects and shares field fundraising best practices.
- Adheres to applicable fundraising and financial regulations and guidance

Candidates should have strong communication and organizational skills; be able to interact easily with all Wing personnel; be a positive role model of support in assisting Groups and Squadron members to adhere to best practices in fundraising, and have an in-depth understanding of the fundraising and financial management regulations related directly to field fundraising and financial compliance.

TRAINING

Civil Air Patrol National Headquarters has offered training for the development of this position in addition to extensive information available on their website at

<https://www.gocivilairpatrol.com/fieldfr>

HOW TO APPLY

Interested seniors should contact cwilliams@pawg.cap.gov and CC their current unit commander for their approval.