



Senior Development & Partnerships Manager

About Patriots' Hall

Patriots' Hall of Dripping Springs is a veteran-led, community-supported nonprofit serving veterans, active military, and their families across Central Texas. Officially opened in late 2024, our 10-acre campus provides connection, wellness programs, transition support, and a welcoming community hub designed specifically for those who have served.

With strong early momentum, an engaged Board, and a growing base of supporters and partners, Patriots' Hall is entering its next phase of growth. We are seeking a relationship-driven fundraiser to help establish a predictable and renewable donor pipeline while stewarding supporters and cultivating corporate, business, and individual partnerships.

Position Overview

Patriots' Hall is seeking a relationship-driven fundraiser to lead corporate sponsorships, partnerships, and fundraising growth during an exciting phase of expansion.

Working closely with the Executive Director, this individual will help develop and implement short- and long-term development strategies designed to grow a sustainable fundraising program that includes corporate partnerships, individual giving, sponsorship revenue, and community engagement.

This is a hands-on role for a self-starter who enjoys opening doors, building relationships, and securing financial support from businesses, donors, and community partners. The right candidate is energized by connecting mission to investment and thrives in an entrepreneurial environment where initiative, follow-through, and relationship-building drive results.

Reporting directly to the Executive Director, this role works closely with the Board of Directors and community partners to grow revenue, expand awareness, and deepen engagement with Patriots' Hall.

Success in this role will be measured by revenue growth, development of a strong prospect pipeline, and expansion of Patriots' Hall's donor base.

Primary Responsibilities

Corporate Sponsorships & Revenue Growth (Primary Focus)

- Lead corporate sponsorship strategy and execution across all programs and events
- Identify, cultivate, and secure new corporate partners, sponsors, and community supporters
- Build and actively manage a strong pipeline of prospective sponsors, donors, and partners
- Conduct outreach, meetings, and sponsorship asks with confidence and clarity
- Develop sponsorship packages, proposals, and partnership opportunities
- Steward and grow existing sponsors into multi-year supporters
- Support the development and growth of annual giving and individual donor programs
- Track outreach activity, pipeline progress, and fundraising results

Fundraising Strategy, Reporting & Analysis

- Develop and deliver regular fundraising reports, pipeline updates, and performance analyses for leadership and the Board
- Monitor fundraising progress against established goals and recommend strategy adjustments when needed
- Track donor trends and giving patterns to inform fundraising strategy
- Provide regular updates to the Executive Director, Board Chair, and Board of Directors regarding fundraising progress, opportunities, and next steps
- Assist in developing and monitoring the annual development budget
- Support reporting requirements for sponsors, donors, and funders as needed

Donor Stewardship & Development Operations

- Oversee the donor database to ensure accurate donation records and donor data integrity
- Monitor all gifts received and ensure donations are promptly and appropriately acknowledged
- Track donor engagement and giving patterns to support fundraising strategy
- Maintain and strengthen Patriots' Hall's donor stewardship and recognition program
- Ensure donors and sponsors receive consistent communication and recognition

Fundraising Events & Donor Engagement

- Drive sponsorship revenue for Patriots' Hall's annual fundraising and community events
- Collaborate with leadership and staff on event-based fundraising strategies
- Ensure strong sponsor fulfillment and stewardship at events
- Convert event participants into long-term supporters and partners
- Support year-round donor cultivation and engagement efforts

Prospect Research & Development Pipeline Growth

- Build and maintain a qualified pipeline of sponsors, donors, and community partners
- Conduct consistent outreach to expand Patriots' Hall's corporate and community network
- Research opportunities from foundations, corporations, and emerging funding sources
- Identify and pursue new partnership opportunities within the Central Texas business community

Communications & Donor Engagement (Secondary Focus)

- Develop clear and compelling donor communications and partnership proposals
- Support fundraising storytelling across email, social media, and outreach efforts
- Collaborate on impact stories, partner recognition, and donor communications
- Ensure messaging aligns with Patriots' Hall's mission and brand

Partnership & Community Engagement

- Represent Patriots' Hall with local businesses, civic groups, and community partners
- Build relationships across the Central Texas corporate community
- Engage Board members in sponsorship and donor introductions
- Serve as an ambassador for Patriots' Hall at community events

The Executive Director leads major gift strategy and key donor relationships, while this role focuses on building and managing the broader fundraising pipeline and supporting cultivation of larger donors.

First-Year Success in This Role

During the first 12 months, the Senior Development & Partnerships Manager will:

- Build and actively manage a strong pipeline of prospective sponsors and donors
- Secure sponsorship revenue across Patriots' Hall programs and events
- Support the growth of annual giving and individual donor engagement
- Strengthen donor stewardship and recognition practices
- Implement consistent fundraising tracking, reporting, and pipeline management
- Expand Patriots' Hall's network of corporate and community partners across Central Texas

Ideal Candidate Profile

We are seeking a motivated relationship-builder who is energized by connecting mission to investment and thrives in a growing, entrepreneurial environment.

Strong candidates will bring:

- Demonstrated success in securing sponsorships, partnerships, or fundraising revenue
- Experience with annual giving or individual giving programs
- Working knowledge of fundraising practices, procedures, and development strategies
- Experience managing donor relationships and stewardship programs
- Excellent writing skills and the ability to craft clear and compelling donor communications and proposals
- Experience developing fundraising reports and tracking donor engagement trends
- Strong interpersonal and communication skills
- Confidence in making direct asks and building authentic relationships

Relevant backgrounds may include:

- Nonprofit development or corporate partnerships
- Event sponsorship or community partnerships
- Business development or sales roles
- Military or veteran community experience (strongly valued)

Qualifications

- Bachelor's degree or equivalent professional experience
- 4–7+ years of experience in fundraising, partnerships, sales, or business development
- Experience with corporate sponsorships, donor cultivation, or revenue generation preferred
- Experience with CRM systems or donor databases
- Strong written and verbal communication skills

- Entrepreneurial mindset and willingness to build systems in a growing organization
- **Military or veteran community experience and/or connections are strongly valued**
- Must reside within commuting distance of Dripping Springs, TX (live in the Austin area)

Schedule & Work Structure

- Standard operating hours are Monday through Friday, 9:00 AM – 5:00 PM, with flexibility to adjust schedule based on events, donor meetings, and organizational needs
- Occasional evening and weekend availability is required to support donor meetings and fundraising events
- Full-time hybrid role **based in the Austin / Dripping Springs area**
- In-office presence required during onboarding, then a minimum of two days per week

Compensation & Growth Opportunity

- Base Salary: \$75,000
- Performance Bonus: Eligible for up to \$20,000 annually based on agreed-upon performance metrics related to fundraising progress, partnership development, and organizational goals

This role offers significant opportunity for growth as Patriots' Hall expands its fundraising capacity, donor community, and regional partnerships.

Why Join Patriots' Hall

- Help build something meaningful from the ground up
- Work directly with leadership and an engaged Board
- Shape partnerships and fundraising strategy at a pivotal moment
- Support veterans and military families across Central Texas
- Be part of a mission-driven, community-centered organization

To Apply

Please submit your resume and a brief cover letter to: info@patriotshall.org. **Resumes without a cover letter will not be accepted.** In addition to highlighting how your experience will meet the needs of this role, please include responses to the following:

1. Describe a sponsorship, partnership, or gift you personally helped secure. What was your role and the outcome?
2. If you joined Patriots' Hall with no existing sponsor list, how would you build a pipeline in your first 90 days?
3. What draws you to supporting veterans and military families through this work? How would you translate this into how you represent Patriots' Hall in the community?