



## Major Gifts Officer

**Location:** Austin, Texas (Remote within Texas considered; regular travel to/from Austin and within the state is a prerequisite)

### **About Texas Water Trade**

[Texas Water Trade](#) is an organization focused on leveraging markets and innovation to build a future of clean, reliable water for Texas' communities, nature, and economic prosperity. Our work focuses on deploying market-driven solutions to provide water security for people and the environment, with an emphasis on leveraging water transactions to protect ecosystems, scaling up investment in water reuse, and delivering targeted technical services to bridge acute water reliability gaps. Our vision is durable, long-lasting water management in Texas that ensures future economic growth, ecological resilience, and abundant water for present and future generations.

Texas Water Trade works to design, improve, implement, and scale solutions that respect Texas' pro-property rights culture while advancing durable water stewardship for people and nature.

## **FROM THE CHIEF EXECUTIVE OFFICER**

Thank you for considering a role at Texas Water Trade! TWT launched in 2018 with the objective of establishing a new type of player in the nonprofit space—one that would leverage the best of today’s water management strategies and Texas’ market-oriented thinking to redefine how one of our country’s fastest-growing economies manages water. Our work is predicated on the notion that Texas can grow while sustainably meeting the freshwater needs of people and nature. This is a tall order in a state with our growth profile, but our vision is one that we continue to believe is achievable through considered systems design, holistic planning, use of sound science, evidence-based policy, and innovative capital and finance.

Texas Water Trade employs a staff comprised of professionals with critical technical competencies and diverse professional backgrounds. We have built a first-class Board of Directors who come from a wide array of backgrounds in the conservation, water development and finance worlds and who are active champions of our work.

Our new Major Gifts Officer will be stepping into this role at an important time. We are in a phase of rapid growth and development, and soon we will be undertaking a new multi-year fundraising campaign to support the long-term sustainability of the organization. Like many businesses, growth and diversification of our revenue streams remains a top priority. In addition to leading our efforts toward these fiscal objectives, the Major Gifts Officer will work within the Development team to solicit major donors and foundations and steward those donors. With the Development team, the Major Gifts Officer will be asked to 1) spearhead identification, qualification, cultivation, conversion, and retention of new major supporters of and donors to our organization and to 2) spearhead the gift recruitment involved in a multi-year fundraising campaign to establish a permanent fund to support the long-term financial health and operating budget of the organization. Successful rollout and execution of our shared development strategy will be directly evident in pipeline creation, cultivation, and conversion to closed gifts and support of the organization.

Texas Water Trade has established itself as an essential player in the water space in Texas. If you seek a role that will activate your creative spark, present new challenges and bring the rewards of meeting a generational challenge with collaborative ingenuity, I hope you will consider Texas Water Trade as your next endeavor.

## **Position Overview**

Texas Water Trade seeks a Major Gifts Officer to work with the Director of Development (DOD), Chief Strategy Officer, and the Chief Executive Officer of Texas Water Trade to create and lead fundraising efforts involving major gifts of \$50,000 and greater. The Major Gifts Officer will develop and implement strategies that diversify TWT's funding portfolio, with an express emphasis on individual donors and foundations.

The Major Gifts Officer will report to the CEO of Texas Water Trade and work with the Director of Development and Chief Strategy Officer.

## **PRIMARY RESPONSIBILITIES**

The Major Gifts Officer will be responsible for work in the following areas of competency:

### **Major Gifts and Donor Relationship**

- Manage, cultivate, and grow a portfolio of major-gift prospects and donors with a focus on gifts of \$50,000 and above.
- Identify, qualify, cultivate, solicit, and steward major donors in alignment with TWT's fundraising priorities.
- Develop tailored engagement and stewardship strategies that reflect donor interests and TWT's mission and impact.
- Evaluate, develop, and maintain new major gifts and advocates to support TWT's annual and long-term growth.
- Develop and steward relationships with individual donors through network outreach, individual engagement, and strategic events.

### **Campaign and Leadership Giving Support**

- Working with the CEO, Development Director, campaign contractor and key board members, contribute to design of and lead the major gifts rollout of a multi-year fundraising campaign.
- Collaborate with TWT staff to manage strategy, donors, and outcomes by using and improving the functionality of our internal CRMs and data management tools.
- Lead Reporting and Accountability for targeted/assigned donor prospects.

### **Collaboration and Coordination**

- Work with the Director of Development and CEO to create and implement strategic and effective development plans. Responsible for execution and communication of a compelling vision and sense of purpose to internal and external stakeholders.
- Work collaboratively with the CEO, Development team, the Board of Directors, and other team members to understand and meet the organization's priorities and lead the development of strategies designed to meet fundraising goals.

- Consistently meet and exceed financial performance measures, goals, and deadlines.
- Effectively use, leverage, and collaborate to improve office systems to support all development projects (i.e. development calendar, metrics reports, and donor tracking databases).
- Continuously analyze and benchmark the effectiveness of development efforts and make improvements accordingly.
- Supervise donor and gift record-keeping and coordinate development research activities with the development and leadership teams.
- Lead, support, prepare, advance, facilitate and otherwise potentiate the CEO's major gift work with top prospects and donors.
- Work with executive leadership to support the annual budgeting process and periodic multi-year forecasting exercises
- Assist in the creation of development reports for the Board and other audiences.

### **DESIRED COMPETENCIES AND QUALIFICATIONS**

Demonstrable experience (more than seven years, 10+ preferred) and track record dealing with major gifts from high value individual donors, as well as corporate and foundation givers, deep familiarity with Texas and the major markets elsewhere in the United States; Fundraising experience and competency with all phases of the donor lifecycle (identification, cultivation, solicitation, and stewardship);

A proven record of commitments secured across a national donor pool;

Demonstrable experience and proficiency building a portfolio of major gift donors at \$50,000 and above with a focus on individuals and inclusive of corporate sponsors and private foundations;

Experience writing, managing, and tracking grants;

Excellent written and verbal communications skills, with a focus on detail and deadlines;

A talent for developing authentic human connections;

Comfort and penchant for working with donors, entrepreneurs, scientists, government officials, and engineers;

An ability to relate well to all people, inside and outside of the organization, build appropriate rapport and constructive relationships using listening skills, diplomacy, and tact;

Strong core computer skills including MS Word, Excel, Outlook, Access & PowerPoint;

Proficiency in the use of customer relationship management platforms (CRMs) such as [Monday](#);

Enthusiasm for a dynamic and entrepreneurial environment; and

Commitment to the mission and vision of Texas Water Trade; interest in Texas water security challenges, ecology and economic opportunity, rivers, bays, and estuaries, the future of urban water supplies, market-based conservation and transformative technology for clean water access is appreciated.

A bachelor's degree (preferably in business, nonprofit management or another field of study with strong relevance to the organization's mission) is required for this position, as is at least five years of experience in nonprofit resource development.

## **SALARY AND BENEFITS**

(contingent on full-time employment; not applicable to potential contracted resources)

Texas Water Trade offers a competitive salary and benefits package with excellent benefits, including health and disability insurance, 401(k) retirement contribution match, and paid time off including maternity/paternity leave. The salary range for this position is \$115,000 - \$125,000 depending on qualifications and experience.

11 paid holidays per year. At the discretion of the Chief Executive Officer, the Texas Water Trade offices may be closed from Christmas Day to New Year's Day, with all eligible staff receiving pay.

Up to 15 days paid vacation leave per calendar year, accrued at a rate of 5 hours per bi-monthly pay period

5 paid get well days per year

Up to 12 weeks of unpaid leave for family care, eligible following 12 consecutive months of employment at TWT

Up to 4 weeks of paid maternity/paternity leave, eligible following 12 consecutive months of employment at TWT.

Significant employer contribution to health insurance coverage

Long- and short-term disability insurance

Up to 6% match on employee 401(k) contributions, eligible following 6 consecutive months of employment at TWT.

Out-of-state relocation budget of up to \$1,000

## **LOCATION**

Texas Water Trade is located in Austin, Texas. The Major Gifts Officer may work remotely from a location in Texas with the ability to travel to Austin occasionally.

## **APPLICATION INSTRUCTIONS**

To apply, submit a cover letter and résumé to the email addresses indicated below. Cover letters should express a commitment to the mission of Texas Water Trade and the responsibilities and qualifications stated in the solicitation. Review of applications will begin immediately and continue until the successful candidate has been selected.

All inquiries will be held in confidence. Please send cover letter and resume to [rosales@texaswatertrade.org](mailto:rosales@texaswatertrade.org) with a cc: to [moorhead@texaswatertrade.org](mailto:moorhead@texaswatertrade.org) and [rodriguez@texaswatertrade.org](mailto:rodriguez@texaswatertrade.org).

Texas Water Trade is an Equal Opportunity Employer. Its employment decisions are made without regard to race, color, religion, gender, national origin, age, disability, marital status, veteran or military status or any other legally protected status.

Thank you for your interest.