



Thomas More
SOCIETY

Position Title: Development Director — Northeast

Reports To: Executive Vice President & Chief Operating Officer

Mission Statement: Thomas More Society (TMS) is a not-for-profit, national public interest law firm dedicated to restoring respect in law for life, family, and freedom. Based in Chicago, Thomas More Society defends and fosters support for these causes by providing high quality pro-bono legal services from local trial courts all the way to the United States Supreme Court.

Logistics: Remote position based in the Northeast (NYC preferred) or onsite at TMS Headquarters in Chicago.

Position Summary: The Development Director will develop and execute major and planned gift strategies that will sustain and grow current major gifts (\$5,000+) while identifying and soliciting new major and planned gift commitments from our growing donor base. The Development Director of the Northeast region will oversee the following states: WV, VA, MD, DE, PA, NJ, CT, MA, NY, VT, RI, NH, and ME.

Responsibilities:

- Identify, qualify and solicit major gifts from prospects and donors in assigned region.
- Actively manage a portfolio of approximately 150 prospects/donors.
- Coordinate in-person and virtual meetings to cultivate donor and prospect relationships.
- Create Moves Management strategies to identify, qualify, cultivate, solicit, and steward prospects/donors.
- Ensure consistent and appropriate contact, facilitate, or make solicitations, and ensure effective stewardship.
- Collaborate with Marketing Team on appeals and giving campaigns.
- Prepare written materials such as proposals, solicitations, reports, and appeal letters.
- Record and report key metrics through use of internal tracking systems.

Experience and Skill Requirements:

- Proven fundraising track record with demonstrated ability to solicit and secure major gifts from individuals, corporations, foundations, and other private funding sources.
- Skilled in planning and implementing long and short-range development initiatives in conjunction with strategic planning processes.
- Exceptional interpersonal skills and the ability to interact effectively with prospects, donors, and/or volunteers in a wide range of roles.
- Highly developed verbal and written communication skills and the ability to present

effectively to small and large groups.

- Bachelor's degree and/or CFRE preferred.
- Fundraising or sales experience.
- Experience managing a donor pipeline.
- Database management skills — DonorPerfect preferred.

Mission Requirements:

- Supportive of TMS positions on life, family, and freedom.
- Active faith life in accord with Christian teachings.