



Senior Development Officer, Major Gifts

American Jewish World Service (AJWS)

Remote – US-based (NY-Metro Area)

Salary: \$77,000–\$100,250

The Organization

American Jewish World Service (AJWS) is the leading Jewish organization working to fight poverty and pursue justice in Africa, Asia, Latin America, and the Caribbean. By supporting hundreds of social change organizations in 14 countries, we respond to the most pressing issues of our time—from disasters, genocide, and hunger to the persecution of women and minorities worldwide. With Jewish values and a global reach, AJWS is making a difference in millions of lives and bringing a more just and equitable world closer for all.



The Development Division at AJWS is responsible for raising the revenue that supports AJWS's grantmaking and advocacy. The Division includes Institutional Giving, Major Gifts and Planned Giving, Development Operations and Donor Engagement. Members of the Division partner closely with Communications and Marketing, Programs, Finance and Administration, People and Culture, the Executive Office, and the Board of Trustees—instilling a culture of philanthropy across the organization. The Major Gifts team cultivates, stewards, and solicits donors and prospects at the \$10K+ level.

The Position

Working as a member of a high-performing Major Gifts team, the Senior Development Officer (SDO), Major Gifts will identify, cultivate, steward, and solicit a national portfolio of current and prospective donors to achieve and surpass fundraising targets and goals. The SDO reports to the Director, Development, and manages a national (not region-specific) donor portfolio. Every member of the Development Division contributes to achieving our annual fundraising goal. Travel is required.



Donor Portfolio Management

- Manage a portfolio of individual donors and prospects.
- In consultation with the Director of Major Gifts, develop clear short-term and long-range plans for the portfolio that are both realistic and challenging.
- Together with the Director create a comprehensive annual strategy for each donor and use the moves management system to move donors and prospects through the pipeline.
- Speak and write articulately about AJWS, its mission, policies, culture, values, history, key stakeholders, programs, and finances.
- Draft and edit written materials for donors and prospects, including stewardship, cultivation, and solicitation emails, proposals, and reports.
- Establish trust, maintain strong relationships with all AJWS stakeholders.
- Collaborate with divisional colleagues on events, stewardship activities, and database reports.

Prospect Identification & Strategy

- Successfully identify and pursue funding opportunities, and strategies to achieve annual and longer-term development goals.
- Monitor fundraising results against projections.
- Stay abreast of philanthropic trends related to AJWS.



THE IDEAL CANDIDATE

The ideal candidate for the Senior Development Officer, Major Gifts position possesses the following competencies:

Portfolio Management Proven success managing a donor portfolio and closing gifts at the \$10K-\$50K+ level using moves management systems.	Prospect Identification Ability to identify prospects, assess opportunities, and develop realistic short- and long-range portfolio strategies.	Donor Communications Exceptional writer and communicator who crafts compelling proposals, solicitations, and stewardship materials.
Relationship Building Builds trust with donors, colleagues, and partners across a complex, mission-driven organization.	Mission Alignment Genuine commitment to global justice with comfort engaging the American Jewish philanthropic community.	Operational Fluency Proficient in Salesforce or comparable CRM, donor research tools, and disciplined in managing a national portfolio.

Additional Qualifications

- Bachelor's Degree with a minimum of 2-3 years of experience in major gifts fundraising, including direct solicitation, within complex and dynamic mission-driven nonprofit organizations.
- Demonstrated achievement identifying, cultivating, soliciting, and stewarding donors making gifts between \$10,000-\$50,000.
- Significant experience maintaining strong relationships internally and externally.
- Proven ability to conceptualize and describe funding needs in a compelling way.
- Knowledge of Salesforce or a similar CRM database.
- Familiarity with donor research and screening tools.
- Outstanding verbal and written communication skills.
- Track record of creative problem-solving, strategic thinking, and ability to meet strict deadlines.
- Ability to travel nationally and internationally.
- Passion for and commitment to AJWS's mission and values.



WHO WE ARE

Work Environment

AJWS fosters an inclusive and collaborative work culture where every team member is valued. Staff work across disciplines and geographies to achieve shared goals, with leadership deeply committed to the well-being and professional growth of all employees. Flexible work arrangements support a healthy work-life balance.

This is a remote role; it is flexible in nature, having some responsibilities that can be performed virtually from a home office and some responsibilities that must be performed near an AJWS donor center. The preferred AJWS donor center for this role is in the San Francisco Bay Area.

Black, Indigenous and People of Color; Lesbian, Gay, Bisexual, Intersex, Trans and Gender Nonconforming people; women; and differently abled people are encouraged to apply. AJWS also welcomes applications from people of diverse religious, spiritual, and cultural backgrounds as well as those with a global perspective and a strong commitment to diversity, equity, and inclusion.

As an organization committed to promoting social justice around the world, AJWS incorporates a diverse, equitable, and inclusive lens into all aspects of its work.

Authorization to work in the US is required.

COMPENSATION AND BENEFITS

Salary

This role offers a competitive salary range of \$77,000 - \$100,250.

Benefits

- 15–22 Federal and religious holidays off each year in addition to generous vacation and sick days.
- Full health benefits coverage with minimal employee contribution.
- 403(b): 4.75% company match.
- Flexible Spending Account and Commuter Benefits.
- Workplace flexibility and generous leave policy.

TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above.

Patrick Key
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Lori Clement
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[Submit an application](#)

