**Job Posting**

**Major Gifts Officer**

# Who We Are:

Detroit Public Television (DPTV) is Michigan's only community-licensed public television station, operating entirely independent of any educational institutions or governmental entities. Its funding comes from the community it serves. With more than 2 million weekly viewers across its four channels, DPTV is Michigan’s largest and most watched public television station, as well as having the most diverse public television audience in America.

In addition, another 50,000 people visit its websites and social channels each week for videos, blogs, photo galleries and other content. DPTV manages WRCJ 90.9 FM, Detroit's classical and jazz radio station, which is located at the Detroit School of Arts and reaches 180,000 listeners each week over the air or on digital devices. DPTV is licensed to the Detroit Educational Television Foundation and governed by a volunteer board of trustees from the local business, civic and cultural communities.

DPTV operates the following round-the-clock broadcast services:

* 56.1: The main channel, with all the high-quality, enlightening and trusted programming the public has come to expect of PBS
* 56.2: The new 24/7 Detroit PBS Kids Channel, which provides PBS curriculum-based, educational programs whenever parents, caregivers and children need or want them
* 56.3: The Create Channel, offering culinary, lifestyle and other “how-to” content
* 56.4: The World Channel, which spans the globe to deliver news, scientific, public affairs and documentary coverage
* WRCJ 90.9 FM: Classical music during the day and jazz at night

We are actively pursuing dynamic and diverse team members to join us in the role of Major Gifts Officer in Wixom, MI.

**What You’ll Do:**

The Major Gifts Officer at Detroit Public Television is responsible for raising funds and planned gifts from major and leadership donors ($1,000+ and $10,000+) to support DPTV’s mission and operations.

**Essential Functions:**

* Develop close relationships with a portfolio of approximately 125-150 major donors, including existing and newly developed donors.
* Work with department management to identify prospects for this level of giving and “networks” of givers from available databases, and cultivates donors and prospects for increased support.
* Strategize the steps in the ask: participates in high-level prospecting, arranges the calls, messages, and meetings, orchestrates the President, senior managers, fellow staffers, board members, and key volunteers as needed to participate in asks where warranted, and makes or follows up on the presentations to close the gifts.
* Grow the number of major donors and the dollars raised from major donors by budgeted amounts, through a series of documented visits, solicitations, and closes.
* Demonstrate a passion for the importance, urgency, exclusivity, and power of public media to improve lives, and a desire to work in a trusted organization that serves the educational, cultural, and informational needs of the community.
* Other duties as assigned.

**Skills:**

* Accomplished “face-to-face” fundraiser with a demonstrated ability to present the strategic direction and the importance of the institution to the community
* Strong knowledge of the programming and community priorities of Detroit Public Television and WRCJ 90.9 FM preferred
* Excellent research, written, spoken, social media, and presentational skills
* Ability to work collegially with others in the organization

**Qualifications:**

* Bachelor degree in Philanthropy, Business, Communications, or related field of study or equivalent experience
* 6+ years of experience in Development including:
  + extensive use of fundraising database software to capture donor information, research donor history/interests, and generate actionable lists; knowledge of Salesforce a plus
  + 2+ years of experience working with Board members and Sr. Managers to develop and execute an “ask”
  + 2+ years of experience writing fundraising proposals or grant applications
* CFRE preferred

**What You’ll Get:**

* Excellent benefits package that includes 403(b) employer match, medical, dental, vision and much more.
* Opportunities to participate in personal and professional development programs.
* Opportunities to serve our mission and community.
* Great work environment.

**How to Apply:**

Send resume and cover letter to:

[HumanResources@dptv.org](mailto:HumanResources@dptv.org)

**Human Resources  
WTVS Detroit Public Television  
1 Clover Court  
Wixom, MI 48393-2247**

\*No telephone calls or third parties. Please include the title of the position in the subject line of the email.

Posting Date: 5/30/2019

Detroit Educational Television Foundation, d/b/a Detroit Public Television and WRCJ 90.9 FM, is an equal opportunity employer committed to a culturally diverse workforce. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, gender, sexual orientation, gender identity, age, disability status, marital status, military status, or protected veteran status. Employment decisions at Detroit Public Television will be based on merit, qualifications, and abilities.  The specific statements above are not intended to be all inclusive.