



AVSC Position Description

2024

Position Title: Development Director

Full-time, year-round-Exempt

Reports To: Executive Director

Job Objective:

Aspen Valley Ski and Snowboard Club (AVSC), an integral community resource for 87 years, is dedicated to developing exceptional athletes and exemplary kids. Our programs foster a sense of unity and community among families across the greater Roaring Fork Valley. Our mission is contingent on the success of our fundraising efforts which generate 34% of our operating revenue – approximately \$2.9M annually. The Development Director oversees all annual fundraising efforts, having personal responsibility for individual giving and business sponsorships – and guiding our efforts with special events and foundation and/or municipal grants.

Scope:

Under the general supervision of the Executive Director, the Development Director collaborates closely with the Events and Development Manager, Development Officer, and other stakeholders within the organization and community. Interaction with members of the AVSC Board of Directors is necessary, and frequent personal contact with donors, donor prospects, and business owners throughout the valley and beyond is essential. The Development Director will make independent decisions balancing financial, community image, and relationship considerations and must articulate AVSC's mission and priorities compellingly.

Key Responsibilities:

- Oversee all aspects of AVSC National Council and Business Sponsors including recruitment, gatherings, communication, retention, and its establishment as a social network.
- Conceive and implement the annual giving plan to include athlete's fundraising opportunities.
- Regularly introduce new property owners in Pitkin County and new community members to AVSC programs and philanthropic opportunities.
- Produce monthly reports tracking new contacts and results.
- Support Events and Development Manager in developing a program to increase alumni involvement both physically and monetarily.
- Oversee the maintenance of donor database information.
- Initiate a planned giving program-long term goal.
- Analyze data and revise plans annually .
- Define our range of giving levels and the benefits we provide at each.

- Develop materials for business sponsor packets which makes our case for partnership.
- Develop and implement a plan to recruit national council prospects and Business Sponsors.
- Work in conjunction with the Events and Development Manager and oversee all special events.
- Work with Program Directors to understand the size, scope, and frequency of the competitions we host and how the administration can support competitions.
- Draft the plan and budget for the annual fundraising effort.

Qualifications

- 5 – 7 years of experience in development, database, and event experience required.
- Detail Oriented
- Strategic Planner and Planner
- Proficient in Networking and Communication and Relationship Building.
- Embodies AVSC Core Values of Commitment, Teamwork and Integrity.
- Collaborate with all of AVSC to create a healthy climate and culture
- Special projects as necessary
- Proficient in basic computer programs such as Word, Powerpoint and Excel and Outlook.

Physical Requirements:

- Must be able to lift and carry objects up to 50-75 pounds.
- Must be able and willing to work in inclement weather
- Reasonable accommodations may enable individuals with disabilities to perform the essential functions.

Salary range: \$90,000 to \$125,000, based on experience.

Competitive benefits package, including convenient access to skiing and snowboarding facilities.

For more information or to apply, email Xanthe Demas with cover letter and resume. Please use subject line "Development Director". xdemas@teamavsc.org