



Connecting People Who Care to Ministries that Matter

The American Baptist Foundation seeks a *Development Advisor*

The American Baptist Foundation is the denomination's center for planned giving. Planned gifts support American Baptist ministry and mission nationwide and around the world. We are seeking a highly motivated, dynamic ***Development Advisor*** to be part of our team. This is a full-time, exempt position and the preferred candidate will be strategically located in the Midwest or Northeast Corridor.

Responsibilities:

- ✓ Work with American Baptist Foundation Members, partners, churches and ministries to established planned giving programs through the ABF Strengthening Your Financial Future (SYFF) Program;
- ✓ Work with American Baptist individuals to encourage them to support ABC ministry and mission by making planned gifts;
- ✓ Interact with existing Foundation donors;
- ✓ Conduct estate planning/planned giving seminars for congregations and individuals, and provide direction and assistance to individuals and their advisors in their charitable giving;
- ✓ Keep abreast of changes, impacts and trends in planned giving and estate planning through prescribed professional development opportunities.

Education, Experience and Competencies:

- ✓ Bachelor's degree required; advanced degree preferred.
- ✓ General understanding of the American Baptist Churches USA and its polity.
- ✓ Strong communication skills required as well as excellent interpersonal skills.
- ✓ Familiarity with planned giving instruments including their legal/tax aspects is desirable.
- ✓ Management and sales of financial products and services experience preferred.
- ✓ Ability to work independently from home office.
- ✓ Must be able to travel at least 50% of the time.

Compensation: Competitive compensation package including employer-paid contributions to a 403b retirement plan, comprehensive healthcare benefits (medical, dental, vision, wellness program) and paid time off (vacation, sick leave, and holidays).

Applicants should send a Cover Letter, Resumé and the Name/Address/Phone number/E-mail of three (3) professional references to jobs@abc-usa.org as soon as possible and *no later than November 30th 2016*.