



EXECUTIVE SEARCH OPPORTUNITY PROFILE

For the position of:
Director of Development

Biblica, The International
Bible Society
December 2018



executive
search &
recruitment

ADVANCING NONPROFITS



SUMMARY

We are thrilled to announce the search and recruitment for one of two new development positions for Biblica, The International Bible Society. With a mission “To provide the Bible in accurate, contemporary translations and formats so that more people around the world will have the opportunity to be transformed by Jesus Christ,” Biblica, is entering a new era of leadership and partnership in global Great Commission ministry. As a charter member of the Every Tribe, Every Nation (ETEN) alliance of Bible agencies, Biblica fulfills a unique and critical role in the global Bible translation space. Focused on providing contemporary translations of the Bible in the world’s top strategic languages, Biblica’s translation work ensures approximately 80% of the world’s population has access to the Holy Scriptures in their own language. Biblica’s translations also serve as gateway texts for other translation agencies to access and use in translating scripture portions for smaller language groups living in Bible poverty.

With an exceptionally gifted and credentialed new CEO in place, Biblica is growing its development department to meet unprecedented opportunity under the leadership of its talented CAO, Tracy Thomas. The new Director of Development will serve on an established national team including three other directors and be responsible for the identification, cultivation, solicitation, and on-going stewardship of current major donors while growing his/her existing portfolio by leveraging Biblica’s “golden database” of donors who have yet to be ministered to through direct personal engagement.



THE INTERNATIONAL BIBLE SOCIETY



About Biblica, The International Bible Society

In 1809, several believers gathered in lower Manhattan, New York, to discuss the city's spiritual needs. Among them were community pillars including Henry Rutgers (Rutgers University) and William Colgate (Colgate Palmolive Corp). They formed the New York Bible Society, later renamed International Bible Society, and now Biblica. While the name on the door may have changed, Biblica's commitment to providing God's Word for a waiting world remains unchanged and unwavering.

NYBS' Bible outreach soon spread as far and rapidly as the young nation itself through outreach to mariners, soldiers, and pioneers heading west. And in 1810, the fledgling society funded its first translation, William Carey's Bengali Bible translation in India. Two years later, in 1812, the NYBS began its ministry to the military, and in 1815 they began ministry to prison inmates. Both of these ministries have continued to the present day.

Over the course of the next two centuries, the New York Bible Society pioneered not only in the area of Bible translation but also led the way in direct Bible access and engagement for the least and the lost in our burgeoning nation, including first placing Bibles in hotel rooms (1836), providing Bibles for hospital patients, and providing braille Bibles for the blind.

During the 1950s, the Society became the publishing sponsor of the New International Version of the Bible. When it was completed in 1978, the NIV quickly became the best-selling contemporary English translation of all time.

Whether providing the Gospel and God's Word to more than 9 million immigrants crossing Ellis Island as they arrived in America for the first time with the hope of a new start and a new life or delivering God's Word to US soldiers on every major battlefield since the War of 1812, Biblica has remained unyielding in its commitment to bringing God's word to people in a way they understand so that they are transformed by Jesus Christ.

In 2009, the International Bible Society changed its name to Biblica. Entering its third century of ministry, the ministry had provided more than 650 million Bibles and biblical resources to people around the world.



Biblica Today: “A one-stop Bible ministry, bringing the power of God’s Word to the frontlines of Gospel ministry.”

Building on nearly 210 years of Bible ministry to get God’s Word where it is needed most, Biblica is honored to be the Gateway Language partner within the illumiNations movement, serving both the biggest languages and the Bible-less. In alignment with CEO Geof Morin’s vision as well as the ministry’s core values and mission, Biblica is becoming ever more focused – building Scripture technology, translation and tools to accelerate Bible ministry for those not yet reached, all while continuing to magnify the impact of the New International Version (NIV) of the Bible around the world.

Leveraging international teams and global partnerships to help reach the world’s hardest places, the ministry’s leadership is likewise passionate about bringing the hope of Jesus Christ to the generations facing poverty, lostness, and the world’s worst atrocities. Today, Biblica, the International Bible Society, partners with like-minded organizations to minister God’s Word in 55 countries. The global ministry continues to include Bible translation, Bible access, and Bible engagement programs and has aggressive growth goals in accordance with the Lord’s will and as He provides.

OUR FOCUS AREAS: Three Primary Pillars.

Bible Translation: We translate and publish the full Bible into major spoken languages, so people can easily read and understand God’s Word.

Bible Access: We partner with local churches and para-church organizations to ensure that people facing challenges, such as poverty and persecution, have access to the Bible so they can experience the love of Christ.

Bible Engagement: We strive to provide programs and Bible strategies for our partners to help people engage deeply with the Bible, giving them the tools, they need to apply Scripture to their

lives.



THE OPPORTUNITY

The new Director of Development will be a passionate and outgoing fundraising professional with previous portfolio management experience, a demonstrated history successfully developing and soliciting major donors, and a clear call from the Lord to serve Biblica's mission as the organization grows into the future. Current leadership experience and/or leadership potential would also be viewed positively for the successful candidate.

Depending on the new Director's location, s/he will inherit a portfolio of existing major donors as well as plug into a multi-tiered development program that deploys resources at every level of the giving pyramid and donor pipeline. This is not a lone-wolf fundraising scenario. At the same time, the successful candidate will be a self-motivated, goals-oriented go-getter who will proactively grow his/her portfolio by assessing and leveraging Biblica's vast data-base as well as by working on elevation strategies with the ministry's various acquisition channels and donor segments.

This will be an outward facing role for which both domestic and potentially occasional international travel should be anticipated. The CAO is a high-energy people person and consummate relational fundraiser; this candidate should be energized by a fast-paced environment and aggressive but realistic growth goals. This position is set-up to succeed.

Based on Biblica's current donor presence and regional coverage, California, the Midwest, and the South are all priority areas for a new Development Director; however, all qualified applicants are encouraged to apply.

QUALIFICATIONS, COMPETENCIES, & RESPONSIBILITIES

Purpose

Within the Resource Development Division, as an integral leader of the Major Donor Relations Department, the Director of Development will increase funding for the global ministry of Biblica by obtaining donations primarily from major donors.

Scope

The Director of Development is responsible for managing relationships and fundraising activities with major and rising donors in their assigned portfolio. Identifies, qualifies, cultivates, solicits, and stewards a portfolio of major donors and prospective donors consisting mainly of individuals, but may also include businesses, foundations, churches, and other donor entities.

The Director of Development plans, monitors, and tracks all contacts resulting in positive and purposeful donor relations which leads to the meaningful progression and raising of funds.

Recommends and assists with involving the executive leadership, Board members, key staff members, and natural partners where appropriate and helpful in cultivating donors.

Incumbent is highly energetic and relational; motivated to network socially, responsible for developing prospective donors into enthusiastic major donors.

This position will relate to all members of the Resource Development Division.

Reports to the Chief Advancement Officer and works collaboratively and strategically with other fundraising professionals, leadership, and staff to cultivate and solicit funding for ministry priorities.

Leadership

- **Planning:** Create thoughtful and thorough plans (e.g., annual budget, Annual Operating Plan, and Portfolio Development Plan, and other plans) that include resource planning, strategies, goals, objectives, and tactics that will strengthen and grow donor relationships.
- **Managing:** Implement and continuously evaluate plans (above), making adjustments as needed in order to meet goals and objectives. Properly manage resources – human resources, effort, time, finances, etc. – to maximize effectiveness and return on investment.
- **Developing:** Strive for ongoing professional growth in areas of relationship management, major gifts, technology and tools, and ongoing personal and spiritual maturity. Build on areas of strength and manage areas of weakness.
- **Leading:** Follow and exemplify a biblical fundraising model, maintain high ethical standards, and strive to understand, practice and share principles of biblical stewardship. Help build professional, effective, collaborative Major Donor Relations and Resource Development teams.
- **Cross-Culture Team Building:** working with the Biblica global team to ensure cohesive communication around ministry proposal plan updates, donor cultivation plans that include global team members, and visits to the field sites to lead donors on mission to see the impact of Biblica.



Performance

Responsibilities

- Manages a portfolio of major donors as assigned.
- Manages prospect activity utilizing mature networking skills in identified circles of influence.
- Focuses on representing and securing funds for specific and approved ministry projects and programs.
- Meets/exceeds agreed-upon income expectations maintaining a healthy return on investment (ROI) to meet objectives, i.e. year one \$300k progressing to \$1 million by year three.
- Implements significant moves of planned contact leading donors to the meaningful progression of funds.
- Plans and maintains stewardship contact with donors.
- Consistently and accurately records donor information and portfolio activity in the donor management relationship database (CRM).
- Keeps and maintains an updated calendar for internal cohesion and planning.
- Reports weekly activity on a regular basis. Meets report deadlines (including annual regional budget, department Dashboards, Annual Portfolio Development Plan, etc.).
- Possess general knowledge of planned giving program and instruments to cultivate bequests or refer prospects to the Planned Giving Director.
- Monitors expenses, staying within expense budget; exhibits wise stewardship of resources; submits timely and accurate expense reports.
- Maintains a healthy return on investment (ROI) through evaluation analysis of program effectiveness and initiate improvements as needed.
- Works to transition mid-level donors to major donor status.
- Performs other duties as assigned.
- Develops strategies to achieve Major Donor Relations goals

Interpersonal/Personal Skills

- Maintains proper, God-honoring relationships with Biblica colleagues and outside Biblica contacts.
- Handles conflicts in a Biblical manner and makes every effort to resolve differences and foster reconciliation.
- Measures behavior and attitudes against God's Word and actively seek to be conformed to the image of Christ.
- Fosters an effective, productive, and collaborative environment within the Major Donor Relations Department and Resource Development Division.
- Provides expertise and support to help meet objectives of Major Donor Relations and Resource Development Division and other divisions.

- Works cooperatively and collaboratively with other departments to accomplish organizational objectives.
- Supports and facilitates progress and change within the organization.

Communications Skills

- Presents ideas clearly, grammatically, and persuasively both orally and in writing to internal and external audiences.
- Accurately, thoroughly, and compellingly presents Biblica, its mission, and its ministry to donors and prospects.
- Communicates openly and thoroughly striving for a transparent communication environment.
- Practices good listening skills.
- Prepares concise, substantive reports and analyses.

Resource Responsibilities

- Achieving and maintaining agreed upon monthly activities.
- Budget responsibility for assigned region/department.
- Signature authority of \$5,000.

Qualification and Competencies

- Strong personal commitment to Jesus Christ; agreement with Biblica's Statement Faith, and Christian Community Policy; commitment to Biblica's mission; desire to grow in Biblica's core values.
- Willingness to practice biblical principles in all Biblica relationships; commitment to biblical conflict resolution.
- High integrity—truthfulness, meeting commitments, keeping confidences.
- Degree in Business, Finance, or related field, or equivalent experience. Five or more years' experience in fundraising, sales, or financial planning with demonstrated personal success in meeting financial targets.
- Demonstrated ability to successfully motivate and manage team to meet goals.
- Demonstrated ability to network and cultivate referrals in order to bring new major donors to the ministry.
- Resourceful, exhibiting initiative and self-motivation.
- Experience in planning, evaluation, and reporting.
- Willingness to travel up to 40% percent of the time. Some international travel may be required.
- Ability to work effectively with a variety of personality, management, and leadership styles.
- Excellent verbal and written communication, including presentation skills.



BIBLICA'S STATEMENT OF FAITH

We Believe...

In one God, eternally existent in three persons – Father, Son, and Holy Spirit;

In the absolute deity and full humanity of our Lord Jesus Christ, God the Son, His virgin birth, His sinless life, His miracles, His substitutionary and atoning death for all through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory to judge the living and the dead;

In the present ministry of the Holy Spirit, by whose indwelling the Christian is empowered to live a holy life, to witness and work for the Lord Jesus Christ;

In the divine inspiration of all 66 books of the Old and New Testaments as originally given, guaranteeing their infallibility, entire trustworthiness, and supreme authority in all matters of faith and conduct;

That all people are sinners and cannot save themselves. Salvation is received as a free gift of God's grace, apart from works, through repentance and personal faith in the redemptive work of Christ and the regenerating power of the Holy Spirit;

In the bodily resurrection of both the saved and the lost, the eternal blessedness of the saved, and the eternal punishment of the lost;

In the spiritual unity of believers in our Lord Jesus Christ who are thus members of His Body, the Church, whose work is the worship of God, perfecting the saints, and evangelization of the world.

CORE VALUES

We seek to embody these core values as we use our expertise in the areas of Bible translation, access, and engagement to inspire the worldwide Body of Christ.

COURAGE

We know that as we follow and serve Christ, He will empower and equip us to do all He calls us to do.

TRANSPARENCY

By being transparent with each other, we build trust and have greater success in our work.

SUSTAINABILITY

God has called us to be wise stewards of the resources He has given us, so we can further His Kingdom.

HUMILITY

Our goal is to be completely humble – doing nothing out of selfish ambition – patiently bearing with each other in love.

Accountability

Accountability is an essential part of living and working as a community of believers, united in faith and mission.

RESPECT

We respect God and each other, honoring our Creator and all that He has made.



We are an international organization that values the perspectives and insight of cultures outside the United States.

GENEROSITY

We are generous in serving each other, as well as our partners, so that more people can be transformed by Christ.

FAITHFULNESS

We strive to be faithful to God in all of our work and to follow His will in ministry.



We know that God is the Author of all creativity and we desire to express His creative excellence in all we do.

COLLABORATION

We are a team, a family, and a part of the Body of Christ. Partnering with each other and with like-minded ministries and churches helps extend our reach and impact.

Integrity

We desire to keep our promises to each other, to the Lord, and to our partners, living honestly and building trust.



COMPENSATION AND BENEFITS

Compensation and benefits for this position are highly competitive with comparable opportunities. Biblica is committed to attracting and retaining the highest quality staff members.

THE LOCATION AND TRAVEL

This position will be regionally located in the successful candidate's city and state of residence. The new Director of Development should anticipate up to 40% domestic travel with the potential for occasional international travel as necessary for the accomplishment of donor development and related goals.

THE SEARCH AND SELECTION PROCESS

DB&A Executive Search & Recruitment, www.DBA-Search.com, has been retained by Biblica to conduct this search for the Director of Development. Candidates will be identified through a number of sources; DB&A consultants will review and evaluate all interested parties in the process of determining a final group for consideration. The search will be coordinated by members of Biblica's senior leadership team who will be involved in all aspects of the process, including interviewing finalists and participating in the decision-making process.

The search will be conducted in a professional, consistent manner with a commitment to all potential candidates being afforded the same considerations by the search firm and the Client. Biblica is an equal opportunity employer and strictly adheres to a policy of nondiscrimination without regard to race, color, sex, handicap, or national origin. All reasonable efforts will be made to protect the confidentiality of candidates.

Additional information may be obtained by visiting <http://www.DBA-Search.com>

For further information on this search, please contact:



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