

USO
New York, NY
www.USOnyc.org

Chief Development Officer/Vice President

BACKGROUND: From the time before the United States entered World War II, the USO (United Service Organization) has been the bridge between the American public and the U.S. military. In times of peace and war, the USO has consistently delivered its special brand of comfort, morale and recreational services to the military. The USO, a congressionally chartered, private not-for-profit organization, relies on the generosity of individuals and corporations to support USO activities.

Today, the USO delivers its programs and services at more than 150 locations around the world. Military personnel and family members visited USO centers more than 5.3 million times last year. Services include free internet and e-mail access, libraries and reading rooms, housing assistance, family crisis counseling, support groups, game rooms and nursery facilities.

The USO of Metropolitan New York has a current operating budget of approximately \$6 million in cash and in-kind revenue. USO Arlington establishes broad guidelines for programs, but provides no funding for local USO operations. The organization relies on donations from private citizens, foundations, organizations and corporations, as well as in-kind goods and services. More than 50,000 USO volunteers provide an estimated 500,000 hours of service annually.

PRIMARY FUNCTION: The Chief Development Officer/Vice President reports to the President & CEO, and works closely with the Board of Directors and with USO Arlington. He/she will develop and lead a comprehensive fundraising enterprise that significantly increases the breadth and impact of fundraising performance, maintains the highest ethical standards for development, and supports all USO operational programs. The CDO will set priorities, manage multiple projects, generate local strategies and targets, and oversee development staff.

IDEAL QUALIFICATIONS: Bachelor's degree, advanced degree preferred; professional certification in fundraising or related field; a proven track record in all aspects of resource development including major gifts, foundation/corporate support, special events, etc.; front-line fundraising experience; history of developing, cultivating, soliciting and closing large gifts; success building a development program; commitment to best practices in the development field; familiar with the NYC philanthropic community; commitment to fostering a collaborative working relationship with the CEO; proven success engaging board leadership in development activities; ability to think strategically and translate that thinking into targeted goals and actions; progressive supervisory experience; excellent team-building skills; superior communication and interpersonal skills; direct experience working with volunteers; passion, energy and creativity; a warm, engaging, down-to-earth style; ability to travel in the tri-state area; interest in/exposure to some aspect of the U.S. Armed Forces is a plus, but is not required.

Compensation is competitive and commensurate with experience and accomplishments. A complete position specification is available upon request. Kindly direct all inquiries to Howe-Lewis; do not contact the USO. Nominations and applications will be considered in confidence and should be sent via e-mail to:

USO@howe-lewis.com

Or apply online at www.howe-lewis.com/assignments.html