



Pension Fund

of the Christian Church
strong. smart. secure.

THE PENSION FUND OF THE CHRISTIAN CHURCH JOB OPPORTUNITY: Annual Fund Director

*Join our Leadership Team to Ensure the Growth of \$3.25 Billion in Assets
and Serve our 14,000+ Members who Serve Others*

Pension Fund of the Christian Church is seeking an **Annual Fund Director**. For the right candidate, this is an exceptional opportunity to work in a personally fulfilling environment and excel professionally by telling the story of Pension Fund's Ministerial Relief and Assistance Programs (MRA) for retirees and active clergy, as well as congregational partnership grants. This position will report to the Assistant Vice President for Development.

APPROACH

Our candidate will be successful in developing and maintaining our culture of uncompromising ethics, high levels of service, and ministry to our members and donors. The successful candidate should enjoy working in an entrepreneurial, mission-minded environment, have a passion for paying attention to the details, be relentlessly customer-centric and service oriented, and understand the unique relational dynamics of working in a church-related, non-profit organization.

BACKGROUND

Pension Fund currently has assets in excess of \$3.25 billion. In service to our members, Pension Fund partners with employers to:

- ❖ Offer financially secure retirement savings options and education for pastors and lay employees of the Stone-Campbell movement, including financial support of surviving family members and provisions for those who become disabled;
- ❖ Invest and manage prudently the resources of our members - maximizing returns, minimizing costs, and assuming the burden of market risk;
- ❖ Engage members with compassionate care and personalized attention;
- ❖ Steward the assets and programs of Ministerial Relief and Assistance; and
- ❖ Utilize current and compliant processes.

Our products include a defined benefit pension with death and disability benefits; a 403b tax-deferred account (TD); Roth IRA; Traditional IRA; Benefit Accumulation Account (BA) (similar to a money market account); and Medicare Supplemental plans. We are one of over a seventy-five IRS approved non-bank trustees in the US.

Pension Fund members are part of the Stone-Campbell movement including but not limited to the Christian Church (Disciples of Christ), the Christian Church (Disciples of Christ) in Puerto Rico, Christian Churches and Church of Christ, Church of Christ / Disciples of Christ International, and Churches of Christ (acapella) in the United States. We operate a Retirement Contribution Account (RCA) plan in Canada.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.

- Work with AVP to implement the Pension Fund's annual development efforts and strategies;
- Share Pension Fund's powerful story of over 120 years of ministerial relief and how donor

funds support and make a difference to those benefiting from MRA programs;

- Partner with the AVP for Development and Pension Fund's Marketing Team and vendors to bring MRA programs to congregations, regions, general ministries, other ministry partners, and potential donors through in person visits, direct mail, email, social media, our website, meetings, seminars, and preaching events;
- Identify and work with donor prospects for annual gifts, developing plans that honor the donors' best interests in supporting Pension Fund;
- Develop relationships with current donors and prospect the next generation of both annual and major/legacy donors;
- Interface with Marketing and Communications staff to develop fundraising campaigns to achieve annual giving goals;
- Work with the team on key events like the Week of Ministry, Ministerial Relief and Assistance Programs, and Excellence in Ministry; and,
- Work cross-functionally to ensure a five-star donor experience and relationship with Pension Fund including:
 - Overseeing, with regular reporting to AVP, customer data and list segmentation for donors
 - Overseeing, with regular reporting to AVP, prompt recognition of gifts received
- Other duties may be assigned

QUALIFICATIONS

- Ability to be an entrepreneurial self-starter, managing and growing relationships;
- Critical thinking, time management and organizational ability;
- Excellent customer-service and relationship-building skills;
- Outstanding written and verbal communication skills (English);
- Strong analytical skills;
- Proven track record of leading development strategy, campaigns, and projects on time and on budget; and
- Excellent team player

EDUCATIONAL REQUIREMENTS AND/OR EXPERIENCE

- A Bachelor's degree in English, Communications, Journalism, Development or related field (required).
- 5+ years of work experience in fundraising management and direction (required)
- Experience in church finances, ministry, or development with church-affiliated non-profit fundraising (required).

CERTIFICATIONS, LICENSES, REGISTRATIONS REQUIRED FOR POSITION

- Ordained or Commissioned Minister with standing in the Christian Church (Disciples of Christ) and demonstrated relationships with a variety of ministries across the life of the Church (required).

SALARY & BENEFITS

The Pension Fund of the Christian Church offers a highly competitive salary along with the following benefits:

- 14% of salary to our pension plan;
- Full family coverage for health, vision, and dental;
- Two times annual salary up to \$500,000 in our group term life policy;
- Full vacation benefits;
- A matching tax deferred retirement account;
- Educational assistance up to the maximum allowed by the IRS as nontaxable income; and,
- A family-oriented office environment with flexible work schedules.

Interested and qualified candidates should submit a resume and cover letter to Nicole Porter, Director of Human Resources, nporter@pensionfund.org. Candidates will be reviewed on a rolling basis and applications will remain open until the position is filled.

The Pension Fund does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, handicap, age, sexual orientation, status as a parent, or any other characteristic protected by law.

Our mission is *For the Support of Ministry.*¹

Our Vision is that *Stone-Campbell pastors and lay employees will enjoy a Strong...Smart...and Secure retirement.*

Core Values: Integrity, Security, and Compassion

Integrity: the quality of being honest, making membership-oriented decisions

Security: the state of stability, providing freedom from worry or fear

Compassion: the ability to help others in times of need or distress

To learn more about us visit: <http://www.pensionfund.org/about>

¹ Referencing Alexander Campbell's call to the Church in 1830 for contributions in support of the gospel and missionary labor to ensure care of the aged. P.16 "For the Support of Ministry."