



POSITION TITLE: Senior Director, Corporate Affairs/Vice President, ASN Foundation

REPORTS TO: Vice President, Education and Development

STATUS: Full-Time, Exempt

DATE: June 13th, 2017

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PRIMARY FUNCTION

The Senior Director of Corporate Affairs/Vice President, ASN Foundation directs all fund raising and development activities of the American Society for Nutrition and the ASN Foundation. This position designs and implements a comprehensive plan for developing key external alliances by cultivating corporate, foundation and individual support. The Senior Director of Corporate Affairs/Vice President, ASN Foundation Director partners with the ASN Foundation Board of Trustees and Sustaining Partner Roundtable.

MAJOR DUTIES AND RESPONSIBILITIES

- Supports and partners with the Chief Executive and board members on all major fundraising initiatives
- Actively works with the Chief Executive and senior staff to develop and implement a comprehensive development strategy to include corporate, foundation, government grants, etc. to fund Society initiatives.
- Manages relationships with all Corporations (within the philanthropic and sponsorship context) through identification (new prospects) and effective cultivation, solicitation and stewardship.
- Has primary responsibility for building corporate participation in ASN's new flagship meeting.
- Monitors all donor information; provide and present statistical analysis to board and senior leaders.
- Develops short-term and long-range targets for Corporate and Foundation support (within the philanthropy and sponsorship context) that is realistic, challenging, and meets the core mission and vision of ASN and its Foundation.
- Ensures compliance with all applicable laws and follows ethical standards for charitable giving as defined by the Association of Fundraising Professionals (AFP) and the Partnership for Philanthropic Planning (PPP). Leads ASN and Foundation programs with integrity.
- Monitors key trends in food and nutrition industry; leverages opportunities and connects ASN and its partners in ways that promote improved public health.



DESIRED EDUCATION, WORK EXPERIENCE AND COMPETENCIES

- Completion of a Bachelor's degree (Certified Fund Raising Executive Preferred), an advanced degree preferred, and at least 10 years of successful fundraising experience; or an equivalent combination of training and experience related to a senior, established fundraiser in the profession that align with the duties of the position.
- Demonstrated success in corporate fundraising solicitation, management and cultivation.
- Leadership and strategic qualities to direct day-to-day activities and operations.
- Experience developing solid working relationships with donors.
- Good understanding of the rules and regulations regarding 501(c)(3) fundraising programs and operations;
- A record of success in leading, organizing and implementing financial goals and strategies, analyzing and identifying problems, and formulating creative solutions;
- Strong, effective communications skills that engage and persuade individuals to support ASN and Foundation programs, and that effectively market those programs to diverse, high profile, major corporate prospects.
- Demonstrated ability to think strategically and thorough understanding of strategic development.
- High energy, positive, “can-do” attitude, flexibility, teamwork, and attention to detail; high degree of initiative.