



**National Breast Cancer Coalition**  
**Chief Advancement Officer**  
Washington, DC

**Background**

The National Breast Cancer Coalition is a National, grassroots organization that seeks to end breast cancer through the power of education, action, and advocacy. The organization is a collaboration of survivors, researchers, policymakers, activists, grassroots groups, and national organizations that have come together as disruptive innovators for social change.

Since its founding in 1991, NBCC has been at the vanguard of the breast cancer movement – elevating breast cancer to an issue of national significance, leveraging billions of federal dollars for research and care, and empowering tens of thousands of breast cancer survivors to become effective advocates for themselves, and for all those at risk of breast cancer.

The organization links hundreds of organizations and tens of thousands of individuals from across the country into a dynamic, diverse coalition that gives breast cancer a meaningful voice in Washington, DC, and state capitals, in laboratories and health care institutions, and in local communities everywhere. Together, this coalition has achieved major accomplishments and milestones in the movement to end breast cancer.

NBCC is composed of two corporate entities. The National Breast Cancer Coalition operates as an IRS 501(c)(4) organization that lobbies Congress and other decisionmakers for public policies that impact breast cancer research, diagnosis, and treatment. NBCC's sister organization, the National Breast Cancer Coalition Fund, is an IRS 501(c)(3) organization that focuses on programs in science, education and training, and access to care.

NBCC's activism has generated more than 3.9 billion new dollars for breast cancer research, its innovative, research initiatives and advocacy have helped bring about new models of research. Chief among them is the Artemis Project®. Under this cutting-edge initiative, NBCC advocates have convened an international team of scientists and together, are working to create a preventative vaccine for breast cancer. Project LEAD® and other programs train, educate, and empower breast cancer advocates to be effective in every aspect of the fight to end breast cancer. NBCC educates advocates with the fundamentals of breast cancer science, research design and the critical-thinking skills needed to participate in decision making for breast cancer research and policy on a local and national level and communicate evidence-based information to their communities.

## Position

With its unapologetic commitment to evidence-based solutions, NBCC is a unique institution in the breast cancer advocacy world. Members of the coalition are activists who set a research agenda, tell the truth about breast cancer, upend the status quo, and empower survivors to be leaders for this cause. NBCC is looking for an exceptionally bright, creative, and judicious development leader who is passionate about the organization's distinctive approach to be a key member of the senior leadership team and a fundraising thought-partner to the President.

This position will report to the President and work closely with the Senior Leadership team and manage a team of four development staff, oversee the Communications Director and one other communications professional. The development team must achieve minimum annual revenue goals of approximately \$3.5 million to support NBCC's existing programs and initiatives as it stewards NBCC's Board of Trustees and increases participation. The Chief Advancement Officer will also identify and cultivate new, mission-aligned and committed donors to generate the additional resources needed to advance several exciting and ambitious NBCC programs in development.

NBCC requires a fearless, frontline fundraiser with a creative and accomplished track record of 10+ years of progressive experience leading effective, sustainable advancement programs encompassing the full range of external relations strategies and tactics. The successful candidate will understand what it takes to raise funds on a National level for research and/or political advocacy, have an appreciation for data and science, and the ability to make numbers tell a compelling story. This person will have an expertise in major gift fundraising, and a flair for cultivating donors' allegiance, care, and partnership.

NBCC's bold, determined, and strategic advocacy has changed the breast cancer landscape. This is a unique opportunity for a development leader of the same description to advance the vital work of NBCC.

## Responsibilities

The CAO will maintain a working knowledge of the issues related to breast cancer and of the political, legislative, regulatory, and economic framework relevant to NBCC's work. In addition, this person will:

## Strategic Leadership

- Oversee an integrated fundraising program across all levels of support including major gifts and individual gifts, corporate and foundation support, direct response, and special events.
- Develop and lead the execution of a comprehensive, creative, and integrated development strategy to connect with untapped potential donors that advances NBCC's overall strategic plan through short and long-term fundraising goals.
- Serve as a member of the senior leadership team; participate in setting organizational priorities.

- Ensure that all fundraising activities align with the organization’s ambitious fundraising targets, meet Presidential priorities, and align with NBCC’s mission, vision, and values.
- Ensure all development strategies and work incorporate and effectively optimize data and analysis to drive effective donor strategy, moves management and reporting.

### **Relationship Management and Board Development**

- In partnership and consultation with the President and senior leadership team, maintain and cultivate relationships and strategic partnerships across philanthropic and corporate arenas that will expand the donor base of the organization.
- Maintain, cultivate, and grow a personal portfolio of donors and prospects with the capacity to make significant contributions and transformational gifts.
- Cultivate, expand, and communicate with the Board of Trustees, in partnership with the President, to maximize their engagement and secure gifts that will advance NBCC’s mission.
- Cultivate support for special events including an annual New York Gala and Les Girls Cabaret in Los Angeles

### **Team Leadership and Administration**

- Motivate, manage, and inspire a talented team of development and communications professionals.
- Foster an environment of achievement through clearly defined and measurable goals, empower staff through active communication and delegation, and promote intra-and interdepartmental collaboration.
- Work closely with NBCC’s finance function on the development of fundraising projections for budgeting, planning and management purposes.
- Supervise and work closely with the Communications Director to oversee a strategic communications strategy that increases the visibility and awareness of NBCC, aligns donor interests, and ultimately leads to principal gifts.
- Oversee the creation of all development communications including solicitations, donor correspondence, and proposals.

### **Qualifications**

- Passion for and commitment to NBCC’s mission, vision and values, and its catalytic, evidence-based approach to ending breast cancer.
- 10+ years of successful experience in philanthropic fundraising, strategy, and external relations; a track record of increasing levels of management
- A record of success in raising money by creating and/or expanding a culture of major gift philanthropy; comfort and success as a front-line fundraiser.

- Strategic understanding of various development campaign activities, including direct mail, proposal and grant development, event planning and management, direct solicitations, cause-related marketing, leveraging fundraising databases and support systems for donor segmentation, research, and volunteer management.
- Ability to think strategically and create competitive, breakthrough, philanthropic approaches that stay true to the spirit of NBCC and leverage institutional memory.
- Experience stewarding and building a fundraising board.
- Exceptional communication skills, both written and verbal and the charisma to use words to inspire in multiple formats; ability to navigate interpersonal dynamics and instill trust.
- Technologically savvy about social media, e-philanthropy and other tech-driven approaches to community engagement, relationship management, and fundraising.
- Proven ability to build, manage, mentor, motivate, and hold accountable to high standards a results-driven, inclusive, and cohesive team; strong interpersonal skills and a collaborative working style.
- Experience in 501(c)(3) and 501(c)(4) organizations a plus.
- Based in Washington, DC; ability to travel (post-Covid) and work evenings and weekends when required.

This position description is based upon material provided by the National Breast Cancer Coalition. NBCC is an equal opportunity employer that especially welcomes applications from breast cancer survivors, women, and people of color.

---

Debra Katz, *Search Specialist*

To apply to this position please visit [www.DRGsearch.com](http://www.DRGsearch.com)