

Lead with Purpose: Your Seat Awaits!



LBW
LUTHERAN BRAILLE WORKERS



Lutheran Braille Workers, a recognized service organization of the Lutheran Church — Missouri Synod, is seeking a qualified applicant to serve as President.

*“We live by faith, not by sight”
2 Corinthians 5:7*

President: Position Description

Provide thoughtful and visionary executive leadership that is transparent, empowering, and data driven in a manner that supports and guides the organization’s mission as defined by the Board of Directors. Develop and execute comprehensive fundraising strategies to secure financial support from individuals, corporations, and foundations by cultivating donor relationships, managing fundraising campaigns, planning events, and overseeing donor stewardship activities, all with the goal of achieving the organization’s mission and financial sustainability. Building and maintaining relationships with potential and current donors to generate revenue for LBW.

Engage as a servant leader to create a high-performance culture where coworkers and volunteers are valued and passionate about their work and the people they serve.

General Responsibilities:

- 1. Board Governance:** Works with the Board of Directors to fulfill LBW’s mission.
 - Responsible for leading LBW in a manner that supports and guides the organization’s mission as defined by the Board in the LBW strategic plan.
 - Collaborating with the Board of Directors to identify fundraising opportunities, secure major gifts, and advocate for the organization’s mission.

LBW President (Final Doc approved by Board 180317)

For More Information, Questions, and to Submit a Resume Contact:

Gregory Moffitt, Board Member
Email: greg@lbwloveworks.org



continued:

- 2. Advancement and Financial Performance:** Responsible for the fiscal integrity of LBW, to include submission to the Board of a proposed annual budget and quarterly financial statements, which accurately reflect the financial condition of the organization.

 - Creating a comprehensive fundraising plan that includes annual appeals, major gift solicitation, grant writing, planned giving, and special events.
 - Researching and identifying potential donors, building relationships with them through personalized communication, and understanding their giving interests.
 - Maintaining regular communication with donors, providing updates on how their contributions are being used, and expressing gratitude for their support.
 - Leading the planning and execution of fundraising campaigns, including marketing materials, event logistics, and online giving platforms.
- 3. Organization Mission and Strategy:** Works with the Board and staff to ensure that the mission is fulfilled, through strategic planning, programs, services, and ministry outreach, with the use of appropriate technologies, resources, and methods in service to the blind and visually impaired communities.

 - Ensure high visibility to prospects and the public, building interest to engage in philanthropy.
 - Participation in the Board's strategic planning to ensure that LBW can fulfill its mission into the future.
 - Responsible for the enhancement of LBW's image by being active and visible in the community and by working closely with Lutheran churches and church organizations, and with other professional, civic, and private organizations, especially those that serve blind and visually impaired people.
- 4. Organization Operations:** Oversees, manages, and provides appropriate resources to ensure that the operations of the organization are used in accord with LBW priorities and goals.

 - Deep commitment to shared leadership with senior staff and the LBW Board, and to a collaborative and transparent approach in the management of LBW.
 - Demonstrates honesty and strong values through consistent action and prayer.
 - Responsible for following the LBW Governance Policy Manual in signing all notes, agreements, and other instruments made or entered into on behalf of the organization.
 - Maintaining accurate donor information in a CRM system, tracking interactions, and generating reports to analyze fundraising performance.
 - Other duties as assigned by the Board of Directors.



Professional Qualifications

- Active member of a Lutheran Church—Missouri Synod congregation.
- Previous senior management and board experience, working within non-profit a plus.
- Experience managing the development of fund-raising activities and major donor relations.
- Demonstrated communications skills including ability to use a variety of media to promote current work and convey vision in a variety of contexts
- Willingness and ability to travel both domestically and internationally.
- A bachelor's degree required; master's degree preferred.

