Vice President of Philanthropic Partnerships

**ABOUT BROOKLYN ORG**

Brooklyn Org is a champion for Brooklyn. We celebrate Brooklyn’s brilliance and resilience, its incomparable culture and uncompromising grit – and we demand more for our communities.

Over our 15-year history, we have reimagined the role of philanthropy and provided immeasurable support to communities and nonprofit partners that are leading transformational change for Brooklyn. With a new model for community philanthropy, we are bringing together Brooklynites, Brooklyn backers, businesses, and broader believers in equity and justice to make Brooklyn a beacon for the world.

We are a platform for galvanizing giving. We are here to ensure that ideas are met with resources, challenges are met with solutions, and inequity is met with justice.

**POSITION OVERVIEW**

The Vice President of Philanthropic Partnerships reports to the Chief Development Officer (CDO) and is responsible for expanding and diversifying the foundation’s donor-advised fund (DAF) donor base by cultivating relationships with high-net-worth individuals, corporate philanthropists, and professional advisors. By leveraging expertise in philanthropic tax strategies, estate planning, and donor relations, this position will drive the foundation’s growth in DAF participation and ensure a seamless experience for both new and existing fundholders. The Vice President will also manage and provide strategic direction to the Donor Services Manager and the Grants & Compliance Manager, ensuring cohesive service delivery, robust compliance, and impeccable data management. This role requires flexibility, including occasional early morning, evening, or weekend commitments to accommodate donor engagements and events.

This is a full-time, exempt position.

**RESPONSIBILITIES**

**Donor Cultivation & Acquisition**

* Proactively identify and engage prospective DAF donors, including high-net-worth individuals (HNWIs), family foundations, and corporate partners.
* Conduct individualized donor consultations to discuss tax-efficient giving options and long-term philanthropic goals.
* Collaborate with potential donors to customize giving strategies that align with their values, financial objectives, and community impact aspirations.

**Strategic Partnerships & Professional Advisor Engagement**

* Develop and maintain strong relationships with estate planners, tax attorneys, wealth managers, and other financial professionals.
* Host educational seminars, webinars, and workshops to inform advisors and their clients about the benefits and mechanics of DAFs.
* Provide customized tools, resources, and support to assist advisors in discussing philanthropic opportunities with their clients.

**Donor Stewardship & Retention**

* Coordinate with the Donor Services Manager to ensure a seamless onboarding process for new DAF holders, including fund agreement setup and initial contribution guidance.
* Maintain ongoing engagement with fundholders by offering personalized support, updates, and consultations to maximize donor satisfaction and retention.
* Conduct annual strategy reviews for fundholders, helping them refine their philanthropic focus and achieve greater impact.

**Team Leadership & Data Management**

* Directly supervise the Donor Services Manager and the Grants & Compliance Manager, providing guidance, support, and professional development opportunities.
* Oversee accurate, secure, and compliant data management practices for all donor records and fundholder information.
* Collaborate with internal teams to enhance systems and processes that optimize donor engagement, compliance, and relationship tracking.

**Legal & Financial Knowledge Application**

* Utilize expertise in philanthropic tax strategies, planned giving vehicles (including trusts and bequests), and estate planning structures to guide donors and advisors.
* Ensure all donor agreements, gift structures, and fund management practices comply with IRS regulations, DAF policies, and the foundation’s guidelines.
* Monitor emerging trends and regulations in tax law and estate planning to keep donors and professional advisors informed of new opportunities or requirements.
* Other duties as assigned

**REQUIRED SKILLS, KNOWLEDGE, AND QUALIFICATIONS**

* Bachelor’s degree in Business, Finance, Law, Nonprofit Management, Philanthropy, or a related field is required.
* Chartered Advisor in Philanthropy (CAP®) or Certified Trust and Fiduciary Advisor (CTFA) is highly desirable
* 10+ years of demonstrated success in donor cultivation, relationship management, and securing philanthropic commitments, ideally within a community foundation or financial services environment.
* Strong knowledge of donor-advised funds, planned giving vehicles, tax regulations, and wealth management strategies.
* Proven ability to develop partnerships and collaborate effectively with professional advisors in estate, tax, and financial planning.
* Excellent communication, presentation, and negotiation skills, with a track record of building trust and rapport with HNWIs and corporate donors.
* Highly organized, proactive, and results-oriented approach to managing multiple relationships and initiatives simultaneously.
* Exceptional attention to detail and commitment to maintaining accurate, compliant, and confidential data.
* Willingness to work flexible hours, including occasional early mornings, nights, and weekends to accommodate donor-related events.

**ADDITIONAL INFORMATION**

Currently full-time employees are expected to work in the BKO office located in Downtown Brooklyn Monday through Thursday with occasional events on Friday.

**DIVERSITY**

In alignment with its Racial Justice Lens, the Organization is committed to maintaining a staff that diversifies philanthropy, including lifting up the leadership of people from communities historically underrepresented in the field and those directly affected by structural racism, centering them in decision-making.

**EQUAL EMPLOYMENT OPPORTUNITY**

Brooklyn Org is an equal opportunity employer. The Organization does not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability, marital status, military veteran status or any other protected group in the locations where we work.

**COMPENSATION AND BENEFITS**

Brooklyn Org has a competitive and exhaustive benefits and leave plan and the salary range for this position is $130,000 – $145,000 dependent on the successful candidate’s background and experience.

**HOW TO APPLY**

Please send a cover letter and resume via email to search@brooklyn.org. Please write Vice President of Philanthropic Partnerships in the Subject Line of your email and mention where you found this job posting.