



## POSITION DESCRIPTION

### MDE Director of Donor Relations

#### About MDE

[Marketplace & Development Enterprises \(MDE\)](#) is a professional services, non-profit organization dedicated to partnering with mature believers who desire to utilize their vocational or business skills in communities that are dark to the light of Christ. Our client/members build thriving, economically contributing businesses in unreached communities around the world while forming authentic relationships with team members, customers, and suppliers—"Making Money and Disciples."

#### Position Summary

MDE is in a season of growth and transformation. Following a recent leadership transition, the organization seeks to accelerate expansion among client/members, donors, and volunteers who help deliver MDE's services. We are seeking an experienced and skilled Director of Donor Relations to build and lead MDE's donor development efforts. This includes donor acquisition and retention strategies across key partner groups. The role will require building new relationships, stewarding existing ones, and establishing a scalable, sustainable fundraising infrastructure. The Director of Donor Relations will report to MDE's COO. MDE operates as a virtual organization with staff located in multiple states in the US. This position will be virtual, as well.

This is a support-raised position. The successful candidate will raise their own salary and be equipped with the tools to do so. MDE is open to both full-time and part-time candidates based in the United States. Performance incentives may also be included.

#### Key Responsibilities

##### Strategy & Vision

- Design and implement MDE's first comprehensive fundraising strategy
- Establish annual and quarterly revenue goals in collaboration with the CEO and COO
- Align fundraising priorities with organizational strategy and member growth needs

## **Donor Acquisition**

- Identify and cultivate new relationships with:
  - Corporate partners aligned with MDE's mission
  - Churches with a heart for missions, marketplace ministry, or unreached peoples
  - Foundations that support Business and Mission (BAM), economic development, and discipleship
  - Missional investors interested in partnering with MDE in launching, growing and/or purchasing in-house "franchise-type" businesses to accelerate the movement of BAMers to the field.
- Craft compelling proposals and pitches tailored to each audience
- Represent MDE at strategic events, conferences, and meetings

## **Donor Retention**

- Develop and manage a donor stewardship program to foster long-term partnerships
- Create systems for timely updates, impact reporting, and recognition
- Regularly engage with donors through personal communication and scalable campaigns

## **Communications & Collaboration**

- Work with MDE's marketing team to develop donor-facing materials (e.g., pitch decks, one-pagers, impact reports)
- Ensure MDE's public messaging reflects development priorities and opportunities
- Equip team members and the board with tools to participate in donor engagement

## **Advisory Support for MDE Client/Members**

- From time to time, the Director may also be called upon to advise our client/members on optimal methods and best practices for their own support-raising efforts

## **Systems & Measurement**

- Collaborate with team members to develop and manage a donor database (or CRM segment) to track relationships and giving history
- Build a pipeline report and forecasting tool to track revenue goals
- Provide regular development reports to leadership

## Qualifications

The ideal candidate will already have a base of personal supporters who are equally passionate about the BAM strategy for missional business and who will follow this Director as they join MDE and immediately begin raising funds to support our strategic objectives.

### Required

- Be a follower of Christ, have an active and growing relationship with Him, and be active in a local church.
- Passion for MDE's mission and calling to see businesses serve as platforms for the Gospel
- Demonstrated success in fundraising, business development, or strategic partnerships
- Excellent interpersonal, communication, and storytelling skills
- Self-starter with a track record of initiative and follow-through
- Willingness and ability to raise personal support for this position

### Preferred

- Relationships within business networks
- Experience with donor development in a ministry or BAM context
- Knowledge of church networks, Kingdom-minded businesses, and foundation landscapes
- Familiarity with CRMs, donor communications, and metrics tracking
- Cross-cultural experience or international development exposure

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## Compensation and Support-Raising Details

This is a support-raised position. The Director of Donor Relations will be responsible for building a team of financial partners to fund their role. Performance incentives may also be included. MDE will provide tax deductible non-profit support for donations from financial partners to fund this position.

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## How to Apply

Interested candidates should send a cover letter (include a brief statement of faith and a link to your LinkedIn profile) and resume to [resumes@buildmde.com](mailto:resumes@buildmde.com) with the subject line: *Director of Donor Relations Application – [Your Name]*. Applications will be reviewed on a rolling basis.