Mercatus Center’s mission is to generate knowledge and understanding of the institutions that affect the freedom to prosper and to find sustainable solutions that overcome the barriers preventing individuals from living free, prosperous, and peaceful lives.

Founded in 1980 by Richard H. Fink, Mercatus Center is a university-based research center that aims to bridge the gap between academic ideas and real-world problems. Located on the Arlington, VA campus of George Mason University, the Mercatus Center name comes from the Latin word for “market.” As the name implies, the Mercatus Center’s non-partisan research focuses on how markets can help solve major policy challenges at the state and federal level. Mercatus Center researchers utilize the Austrian, Virginia, and Bloomington schools of economic theory to analyze policy, and also train students in these theories through various fellowship programs.

Mercatus Center has experienced significant growth and increased our impact in the last decade, with quintupled growth since 2005. Board, staff, and scholars are at the forefront of the free market movement conducting research in the areas of federal fiscal policy, financial markets, and healthcare, to name a few. With over 190 dedicated staff, Mercatus Center is excited by the research and education it provides to the public to create social change.
THE OPPORTUNITY

Mercatus Center is seeking an intellectually curious and experienced fundraiser as its next Senior Manager of Donor Relations (Senior Major Gifts Officer) to be based in its Arlington, Virginia office, or potentially as a remote employee to be based in the western region of the United States. With proven success in closing five, six and seven-figure gifts, the Senior Manager will work with a portfolio of approximately 150 donors, creating cultivation and solicitation plans, and stewardship opportunities. The Senior Manager will be responsible for ongoing, proactive relationship management, ensuring each donor receives information in the areas in which they have the most interest. Depending on the person hired, the portfolio could be focused in either New York or the western region of the United States (i.e., primarily California, Texas and Arizona).

The Senior Manager will work in partnership with a strong and motivated team of professionals, and they will bring an ability to coach and mentor those with less experience in the field. The ability to speak intellectually on the research and educational topics at Mercatus Center is a must.
**Leadership and Fundraising Management**

- Leads one-to-one cultivation, solicitation, stewardship, and communication with a portfolio of high net-worth individuals, establishing and maintaining excellent donor relations, providing updates, and proposals for support to donors as needed.
- Works closely with program and research staff, development, communications, and administrative support to develop appropriate materials that document funding needs in terms of current research, program, and funding.
- Keeps management apprised of all significant interactions, inputting contact reports into the donor database (Salesforce) as required, sharing a continually updated itinerary, fulfilling all monthly outreach and reporting requirements, and consulting with leadership when needed to understand priorities and develop strategies that will benefit both donor and Mercatus Center.
- Stays driven towards goals and focused on portfolio, while making effective use of events and other initiatives to engage with assigned donors and bring them closer to those areas of interest at Mercatus Center. Develops major donor/prospect cultivation events (e.g., private receptions, dinners in homes, symposiums, etc.) targeted toward those with high philanthropic capacity and propensity to give.
- Prospects for new donors or opportunities for increased giving from current donors.

**Donor and Volunteer Relations**

- Manages a portfolio of approximately 150 major donors and creates a prospective donor “watch list” for potentials. Works with current donors, as appropriate, to secure visits with those in their peer networks. The current portfolio raises approximately $1 million a year; the goal is to raise $1.5 million annually as a near term goal.
- Makes face-to-face visits with donors a priority, traveling as required to conduct those meetings.
- Ensures that all donors have access to information needed, as well as access to program and research staff, as needed and appropriate.
- Works diligently to meet agreed upon monthly and annual activity and income goals, and is purposeful about every visit, communication, and the desired outcome for each “move” to strengthen engagement while looking for opportunities to encourage increased giving.
- Collaborates frequently with program and research staff to stay abreast of the current research being conducted by scholars.
- Manages and updates all donor files, correspondence, and gift acknowledgements as required, in collaboration with development operations staff.
PERFORMANCE OBJECTIVES

Planning

• Establishes, manages, and fulfills a portfolio communications plan, including individual fundraising goals and personalized strategies, to effectively steward, educate, cultivate, and solicit gifts from major donors each year, with an emphasis on gifts of 5 figures and higher.

• Works with the Development Research Associate who is available to perform research and develop donor profiles to inform “moves management” strategies and planning conversations.

• Meets regularly with the Director of Donor Relations to discuss and refine portfolio plans and donor strategies, track progress, receive coaching, and keep open lines of communication.

• Works in close conjunction with other development and operations staff for optimal integrated strategies in regard to major donor communications as well as overall development initiatives.
THE QUALIFIED CANDIDATE

Mercatus Center seeks a candidate for the Senior Manager of Donor Relations role who has significant major gift fundraising experience and will be successful in a fast-moving and self-directing environment. A strong commitment to the mission of Mercatus Center and the ability to speak confidently on free market research topics are essential. Candidates must bring humility and a strong sense of personal responsibility to the role.

Specific Requirements Include:

• A minimum of 3-5 years of experience in major gift fundraising, with a proven track record of success and a strong working knowledge of strategy development and moves management systems in the cultivation, solicitation, and stewardship processes.

• Possess an entrepreneurial spirit, focused on surpassing goals and being self-driven.

• Open-minded about free-market systems, with an ability to discuss and challenge thinking on a variety of economic topics.

• Highly effective interpersonal, conversational, and presentational skills, demonstrating an emotional intelligence and situational awareness in tandem with excellent writing abilities and strong case development skills.

• Comfort with direct donor interaction is essential, including discussions of personal and family finances and asking for major financial commitments.

• Proven success as a productive and collaborative team member and an ability to align individual goals with the overall team success.

• Ability to travel approximately 30 - 50% of the time.

• Ability to converse on basic planned giving opportunities is desired.

• Experience with donors in New York, or California, Arizona, Texas and Oklahoma preferred.

• Bachelor’s degree required; advanced degree preferred.
Salary is competitive and will be commensurate with experience. In addition, Mercatus Center provides excellent benefits to all individual employees, including full health and dental coverage, flexible spending accounts, long-term disability and life insurance, a 403(b) retirement savings program, a generous PTO policy, a parking permit and free credits at George Mason University. The Center is located close to public transportation.

Mercatus Center is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

Candidates may apply by clicking the APPLY NOW button below.

To assure confidential tracking of all applicants, no applications will be accepted via email. ALL INQUIRIES WILL BE HELD IN STRICT CONFIDENCE.

This search is being managed by Laura Weinman, Assistant Vice President, and Sue Bultman, Senior Consultant, of KEES. Questions may be addressed to Project Manager Christine Eddy at Christine@kees2success.com.

KEES is a retained search and nonprofit consulting firm that builds transformative teams and leaders. For more information, please visit www.kees2success.com.

Kareem Abdul-Jabbar speaks with Tyler Cowen, Chairman and General Director of Mercatus Center, in a Mercatus event: Conversations with Tyler.
The Mercatus Center at George Mason University is a university-based research center dedicated to bridging the gap between academic ideas and real-world problems, and it has been a source of innovative scholarship ever since its founding 40 years ago.

Broadly speaking, Mercatus’ areas of interest include:

- **Government Spending & Budgeting**
  Issues of taxation, entitlements, budget process, and the effects of government spending, deficit, and debt on economic growth and prosperity.

- **Regulation & Regulatory-Process Reform**
  Subjects related to the benefits, costs, and effectiveness of regulation. Areas of particular interest include: health & safety, financial markets, technology policy, and regulatory-process reform.

- **State & Local Policy**
  Research on public sector pensions, state and local tax and budget policy, regulations, and institutional reform.

- **Financial Markets**
  Policy-focused research and scholarship analyzing the effects of financial regulations. Areas of interest include bankruptcy, consumer protection, corporate governance, capital requirements, entrepreneurial and innovation financing, and housing policy.

- **Monetary Policy**
  Research assessing the role of monetary policy and reforms to current tools and approaches employed by central banks.

- **Technology Policy**
  Research related broadly to dynamism and regulation of the Internet, spectrum reform, privacy & data collection, broadband regulation, and universal service reform.

- **Healthcare**
  Exploring issues of health care coverage, cost, access, and impediments to innovation.

- **Government-Granted Privilege**
  Research exploring the size and scope of political favoritism and its implications on the broader economy.

- **Trade and Immigration**
  Policy-focused research analyzing protectionist barriers against the international movement of goods, services, capital, ideas, and people.

As part of Virginia’s largest university, Mercatus Center supports students in George Mason University’s world-renowned department of economics. Former students who have benefited from Mercatus support are among the most creative scholars working in the social sciences today.

The Mercatus Center is led by Tyler Cowen, the Holbert L. Harris Chair of Economics at George Mason University.