



Development Manager

National Tay-Sachs & Allied Diseases Association (NTSAD)

National Tay-Sachs & Allied Diseases Association (NTSAD), a family-focused patient advocacy organization, supports individuals and families affected by ultra-rare neurodegenerative genetic diseases. NTSAD's mission is to "lead the worldwide fight to treat and cure Tay-Sachs, Canavan, GM1, and Sandhoff diseases by driving research, forging collaboration, and fostering community. Supporting families is the center of everything we do."

Position:

NTSAD is seeking a **Development Manager** to drive and expand its fundraising initiatives. This position offers a unique opportunity to build and nurture strong relationships with donors, Board members, and the rare disease community, while identifying and cultivating new revenue sources through major gifts, sponsorships, grants, and other fundraising efforts. As a key team member reporting directly to the CEO, this role provides significant opportunities for professional growth and advancement, all while contributing to the impactful mission of NTSAD.

Key Responsibilities:

- Exceed fundraising goals by securing major gifts, grants, annual appeal donations, sponsorships, and planned giving commitments to meet the annual revenue goal of \$1,200,000+
- Cultivate relationships with current and prospective donors and engage with major funders
- Implement prospect research, solicitation strategies, and donor stewardship
- Plan and execute annual fundraising event, "*Imagine & Believe*," and collaborate on other fundraising endeavors
- Update and implement NTSAD's Development Plan, aiming for at least 10% annual revenue growth
- Manage donor data and reporting, ensuring accurate and timely communication
- Assist with committee engagement and Board reporting on development activities

Key Skills:

- Proven experience in fundraising and donor engagement
- Desire and ability to meet/exceed fundraising goals independently and in collaboration with teams
- Strong organizational, communication, and relationship-building skills
- Ability to thrive in a fast-paced, dynamic environment
- Proficiency in Microsoft Office Suite and Donor Perfect
- Familiarity with the rare disease philanthropic ecosystem is a plus

Why Work for NTSAD:

National Tay-Sachs & Allied Diseases Association (NTSAD) offers a rewarding career working for one of the nation's oldest patient advocacy organizations supporting individuals and families affected by ultra-rare neurodegenerative genetic diseases. Our staff members like working at NTSAD because of our mission, work-life balance, benefits, and culture:

- Opportunity for career development in a small, fast-paced, hands-on environment
- Competitive base pay is determined by factors including, but not limited to, relevant work experience, education, etc.
- Generous paid time off, including holidays and vacation days
- Retirement savings plan (optional)
- Joining our dedicated team affords the gratification of knowing beyond a doubt that you will impact the lives of individuals and families affected by rare neurodegenerative genetic disease

To Apply:

Submit your resume, cover letter, and salary expectations to jobs@ntsad.org.