

**DATE:** July 31, 2007  
**POSITION TITLE:** Chief Development Officer  
**RESPONSIBLE TO:** CEO  
**LOCATION:** TBD – (Boston, Brookline or Cambridge MA)

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Prize4Life is a 501(c)(3) non-profit organization that seeks to create breakthroughs in effective ALS/MND (Lou Gehrig's disease) treatments using the leverage of large inducement prizes. Inspired by the success of other inducement prizes (such as DARPA's Grand Challenge, NASA's Centennial Challenges, and the X Prize Foundation), Prize4Life recently launched a \$1 Million ALS/MND Biomarker Challenge to stimulate scientific breakthroughs in ALS/MND. The organization will be launching several other multi-million dollar challenges in the near future.

**Position Overview:**

The Chief Development Officer will be responsible for all of Prize4Life's fund-raising operations and results. These include major gifts, planned giving, annual giving, endowment development, donor relations, and special events. The Chief Development Officer will report to the CEO and will work closely with the COO, members of the senior staff, and members of the Board of Directors to articulate the vision for the foundation, to create a culture of philanthropy that supports that vision, and to establish short- and long-term strategic initiatives and programs for Prize4Life.

**Responsibilities:**

- Plan, organize, manage, and execute all fund-raising programs
- Provide supervision and leadership to fundraising staff including hiring, training, and mentoring an effective development team
- Manage outreach to potential donors and direct donor follow-up (major gifts, grassroots giving, and corporate and foundation giving) and Prize sponsorships
- Manage reporting process for donors and documentation process for all donors and leads using Salesforce
- Coordinate fundraising events including monthly dinners and an annual gala

**Qualifications:**

- Bachelor's degree required, Master's degree preferred
- Strong track record of effective fund-raising and broad-based knowledge of development programs, prospecting, and proposal writing.
- Five years experience creating and managing fundraising campaigns of at least \$5M
- Significant health and/or community service experience
- Strong management, negotiation, and leadership skills, as well as the ability to forge strong interpersonal relationships
- Outstanding oral and written communication skills
- Entrepreneurial nature
- Willingness to learn the science behind ALS
- Knowledge of Harvard Business School and the greater Harvard University community a plus
- Knowledge of Hebrew a plus

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To apply please email your resume, a cover letter, and your salary history and requirements in Word or PDF format, to < [development-at-prize4life.org](mailto:development-at-prize4life.org) >. Please use the subject line "Chief Development Officer + Your Name" in your email. Applications will be reviewed on a rolling basis.

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*Prize4Life is an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, sexual orientation, age, national origin, veteran status, or physical or mental disability.*