

FAMILY CENTERS



ORGANIZATION: Family Centers

POSITION: Chief Advancement Officer

REPORTS TO: Chief Executive Officer

LOCATION: Greenwich, CT; in-person (full time in-office, with some flexibility)

INFORMATION: familycenters.org

TO APPLY: Please send cover letter and resume as one PDF to FamilyCentersCAO@pbrsearch.com with title format “Last Name First Name – Letter Resume” and complete the Voluntary Self Identification [form](#). This will assist us in improving our hiring practices and ensuring equal opportunities. Participation is voluntary and will not affect your candidacy in any way.

BACKGROUND

Family Centers is a nonprofit organization that provides education, health, and supportive services to children, adults, and families living in Fairfield County, Connecticut. Through a network of counseling, medical, and educational programs, Family Centers empowers individuals and strengthens communities by addressing critical needs ranging from mental health support to early childhood education. Family Centers serves more than 26,000 residents annually, delivering impactful services that promote social connection, personal growth, and community vitality. Family Centers’ programs encompass [early childhood education](#), [mental health counseling](#), [primary care](#), [HIV services](#), [parenting resources](#), and much more. By collaborating with local schools, healthcare providers, and community partners, the organization ensures comprehensive care and access to resources for all members of the Fairfield County community.

POSITION

The Chief Advancement Officer (CAO) is a key member of the senior leadership team and the strategic architect of Family Centers’ fundraising efforts. In partnership with the CEO and Board of Trustees, the CAO will design and execute comprehensive fundraising strategies that support the organization’s wide array of programs across Fairfield County. The CAO will cultivate relationships with donors, foundations, and government partners, ensuring sustainable revenue growth and collaborating with program leaders to align fundraising efforts with organizational priorities.

The ideal candidate is a strategic leader who is energized to build out a robust development strategy and a dynamic frontline fundraiser with a proven track record of securing major gifts from individuals and foundations. Experience in building and managing high-performing teams, engaging diverse stakeholders, and communicating the impact of nonprofit programs is essential. Candidates should be passionate about Family Centers’ mission, possess exceptional strategic and interpersonal skills, and be committed to advancing equity and access within the community.

RESPONSIBILITIES

Strategic Fundraising

- Lead and implement a best-in-class fundraising plan that aligns with Family Centers’ strategic plan, strengthens its philanthropic pipeline, and ensures financial sustainability.
- Establish and report on performance metrics and ambitious annual revenue goals for the department, monitor results and fundraising trends, and use that information to adjust course.

- Craft a structured donor pipeline, focusing on each step of the moves management process: identification, cultivation, solicitation, and stewardship, including reporting.
- Collaborate closely with program leaders and finance to ensure that fundraising efforts are aligned across departments to maximize organizational success and impact.

Board and Donor Engagement

- Lead the organization's individual giving efforts, including prospecting, cultivating, soliciting, and stewarding five-, six-, and seven-figure donors.
- Serve as a key ambassador for Family Centers; build and maintain high-touch, authentic relationships with the board and broader donor community.
- Working closely with the CEO, manage a portfolio of high-value prospects and relationships to cultivate, solicit, and close contributions.

Team Leadership and Operations

- Lead and inspire a team of four development professionals (grants management, events, database, and marketing), ensuring their activities are aligned with overall departmental and organizational goals.
- Evolve the department's structure and workflows as needed to reach ambitious goals.
- Intentionally build the skills and abilities of the development team in key areas; ensure they have the tools, training, support and professional development to be effective in their roles; and foster a culture of collaboration.

QUALIFICATIONS

Experience – Required

- 15+ years of fundraising experience with a track record of setting and meeting ambitious goals
- Experience personally securing transformative major gifts
- Experience developing and leading a team
- Proficiency in Raiser's Edge (or equivalent) to cultivate relationships and drive development activities

Experience – Preferred

- Experience with complex organizations with multiple programs
- Understanding of human service, educational, or healthcare nonprofit finances
- CFRE certification

Education

- Bachelor's degree required

Personal Attributes

- A natural relationship-builder who can energize board members, donors, and staff around Family Centers' mission and fundraising goals
- A goal-oriented, can-do attitude, with a commitment to developing and mentoring teams, building a culture of trust, collaboration, and high performance
- Strategic thinker with strong development operations experience, ensuring best-in-class systems and long-term fundraising sustainability

- A creative approach to problem-solving and an entrepreneurial and strategic mindset, with the skills and experience necessary to build upon existing systems and create new ones as needed to broaden and improve the development function
- Strong written and verbal communication skills, including the ability to communicate impact in a compelling way to a wide variety of audiences
- Superior interpersonal skills and a high level of self-awareness, with a proven ability to successfully engage with a variety of audiences
- Passion for Family Centers and its mission of promoting social connection and community vitality in Fairfield County

COMPENSATION

- Anticipated salary is \$190K - \$215K, commensurate with qualifications and experience
- Comprehensive benefits package, including medical, dental, vision, and life insurance; disability plan; retirement; plus other benefits including tuition assistance, paid holidays, and paid time off

Frequently cited statistics show that women and people from underrepresented groups apply to jobs only if they think they meet 100% of the criteria. If you meet many but not all the criteria and feel you may be a good fit for the role, Family Centers encourages you to apply.

Family Centers is committed to providing equal employment opportunities to all applicants and employees as indicated in applicable federal and/or state laws. Family Centers will provide reasonable accommodations for qualified individuals with disabilities.