



## Lutheran Planned Generosity of South Dakota seeks an **Executive Director**

### **About Lutheran Planned Generosity of South Dakota**

Lutheran Planned Generosity of South Dakota (LPGSD) is a ministry of the South Dakota Synod (SDS) of the Evangelical Lutheran Church in America (ELCA). We seek to inspire a culture of generosity and philanthropy throughout the South Dakota Synod. We do this by inviting, engaging, and assisting individuals, and churches, to make current and deferred gifts to the Synod, ELCA churches, and affiliated ELCA ministries.

### **Job Overview**

We are looking for a strategic leader to join our team as Executive Director. The Executive Director role requires an individual who is passionate about philanthropy, and can articulate the LPGSD vision and mission to prospects and donors in a way that both educates and compels them to give.

The Executive Director is a full-time employee of LPGSD and reports to the Board. The Executive Director is responsible for the day-to-day operations of the organization, and is responsible for implementing strategies to increase philanthropy throughout the Synod by cultivating relationships with individuals, churches, and ministry partners. Current ministry partners are listed on the organization's website ([www.lpgsd.org](http://www.lpgsd.org)).

The responsibilities of the Executive Director include, but are not limited to the following:

- **Strategic Leadership:** In collaboration with the Board, develop and execute a strategic fundraising plan to grow current and deferred gifts, setting goals and tracking performance to meet or exceed revenue objectives.
- **Donor Cultivation and Solicitation:** Personally manage a portfolio of major and planned gift prospects and donors, leading cultivation, solicitation, and stewardship activities through meetings, presentations (individual or public), and events. Make a minimum of 12 donor contacts, plus 2 public presentations per month, reporting to the membership at semi-annual board meetings.
- **Expertise in Gift Vehicles:** Communicate knowledge of planned giving vehicles (charitable remainder trusts, gift annuities, bequests, etc.) and advise donors on their benefits and tax implications.
- **Professional Relations:** Build and maintain strong relationships with Synod staff, LPGSD ministry partners, pastoral/lay-leaders, and churches to encourage productive relations and referrals. Engage with LPGSD partners at least once a year.
- **Marketing and Communications:** Develop and implement a marketing and communication plan to promote generosity, and to promote the current and deferred giving program through various channels (website, direct mail, events, collateral).
- **Administration and Compliance:** Oversee the administration of realized planned gifts, communication with executors, ensuring proper documentation, record-keeping, and compliance with all relevant tax laws and ethical standards.
- **Spiritual Leadership:** Provide spiritual leadership and pastoral care to partners and prospects, consistent with the organization's faith-based mission, when discussing legacy and end-of-life philanthropy.

- **Ethical Leadership:** The Executive Director will sign and abide by the Association of Christian Fundraising (ACF) “Code of Ethics: Principles and Practices.” See Last Page.

## Qualifications

- **Education:** Bachelor's degree required; Master's degree in a related field (business, finance, nonprofit management, or law) or professional certifications (CFRE, CAP, etc.) preferred.
- **Experience:** A minimum of 7-10 years of successful, experience in fundraising, development, estate planning, or wealth management, public relations or related experience with a proven track record of securing significant gifts. A working knowledge of how charitable giving relates to taxes is also desirable.
- **Faith Alignment:** A commitment to the Christian life with an ability to integrate personal faith into professional duties. A commitment to the mission of the ELCA and a clear understanding and deep appreciation for the mission, values, and ethics of the Synod and LPGSD. An understanding of generosity and stewardship as responding to God’s grace.
- **Personal Attributes:** An individual of unquestionable integrity, a self-starter, detail-oriented, collaborative, and the ability to relate well with others, and driven by the organization's mission.

## Skills

- Excellent communication (written and oral), interpersonal, and public speaking skills.
- Strong strategic thinking, planning, and organizational skills, with the ability to manage multiple priorities and meet deadlines.
- Willingness to travel (drive) extensively, primarily in South Dakota. Automobile is provided.
- Record and maintain timely and accurate contact history and donor records to ensure appropriate follow-up and stewardship of relationships.
- Proven ability to supervise, mentor, and guide a team effectively.
- Proficiency in technology skills: donor management databases and gift recording (Little Green Light), creating of gift illustrations (Crescendo),

production of print (Microsoft Office, Canva, Adobe), social media (Facebook, Instagram, Substack), and video (informal and in-house). Demonstrate curiosity and adaptability in implementing innovative practices to keep LPGSD in touch with its constituents.

The Executive Director position operates on a flexible hybrid model of core collaboration days in the office, and traveling externally to visit donors, churches, and partner ministries, with flexibility for remote work.

### **About the South Dakota Synod**

The South Dakota Synod and LPGSD are located in Sioux Falls, SD on the campus of Augustana University. The Synod staff consists of approximately six team members, under the leadership of Bishop Hagmaier. Team members serve as administrators, advisers and resource facilitators for the Synod.

The South Dakota Synod is one of 65 Synods of the ELCA, a church so deeply and confidently rooted in the Gospel of God's grace that its members are free to give their lives joyfully in witness and service. There are nearly 200 congregations in the South Dakota Synod and several affiliated ministries.

### **About the Evangelical Lutheran Church in America**

The Evangelical Lutheran Church in America (ELCA) is one of the largest Christian denominations in the United States, with 3 million members in more than 8,600 worshipping communities across the 50 states and in the Caribbean region. Known as the church of "God's work. Our hands.," the ELCA emphasizes the saving grace of God through faith in Jesus Christ, unity among Christians and service in the world. The ELCA's roots are in the writings of the German church reformer Martin Luther.

## **Application Process**

Applications (resume and cover letter) and inquiries about the position may be directed, in confidence, to:

Bishop Constanze Hagmaier  
South Dakota Synod, ELCA  
2001 Summit Avenue  
Sioux Falls, SD 57197

Or sent electronically to [chagmaier@sdsynod.org](mailto:chagmaier@sdsynod.org)

Please highlight your participation in an ELCA congregation and/or experience with an ELCA organization in your cover letter.

Lutheran Planned Generosity of South Dakota  
2125 S. Summit Avenue  
Sioux Falls, SD 57197  
605-274-5030 - [lpgsd.org](http://lpgsd.org)



## Code of Ethical Principles and Practices

### *Identity*

Formerly the Association of Lutheran Development Executives (ALDE), the Association for Christian Fundraising (ACF) aspires to be the primary resource for those who value philanthropy through the lens of Christian values. Members serve nonprofit organizations, schools, and those complementary businesses that support them. ACF has a renewed focus to provide a collegial setting and Christian perspective for professionals working in nonprofit fundraising, communications, marketing, leadership, and related fields from a variety of faith traditions.

To learn more about ACF, visit [www.acfundraising.org](http://www.acfundraising.org).

### *Professional Practices*

Members of ACF will:

1. Seek to serve Christ faithfully and hold his name as supreme.
2. Work for the best interest of the donor.
3. Strive to model and promote the concept of Christian stewardship among donors and ALDE professionals.
4. Portray accurately the institutional mission in all communications.
5. Maintain confidentiality in handling donor and prospective donor records.
6. Offer public recognition and appreciation for a gift only after donor permission has been granted.
7. Ensure accurate use of designated gifts, optimal management of all solicited funds and truthful reporting.
8. Comply with all federal, state, municipal and/or provincial laws.
9. Deal charitably, fairly and honestly with other professionals and organizations.
10. Maintain and encourage high levels of professional competence and accurately present professional qualifications and experiences to prospective donors and employers.
11. Be compensated by a salary or contractual fee agreement, not by fees based on a percentage of charitable gifts secured.
12. Avoid or otherwise disclose all potential conflicts of interest.