



Job Title: Senior Development Program Officer – Bright Futures

Reports to: Director of Bright Futures

FLSA Classification: Exempt

Employment Type: Full-time

About The Weld Trust:

The Weld Trust is a philanthropic health conversion foundation dedicated to *promoting excellence in health and education in Weld County, Colorado*. It was established following the sale of the North Colorado Medical Center in 2019, transitioning community healthcare assets into a long-term funding source for local impact initiatives. The Trust awards strategic grants to nonprofit organizations, schools, and government entities located in or serving Weld County, supporting a wide range of health and education programs—from childhood literacy and workforce development to behavioral health, food security, and housing stability—to improve the well-being and opportunities of county residents. It also helps build nonprofit capacity and furthers collaborative community impact efforts. Additionally, The Weld Trust serves as the fiscal agent for Bright Futures, a workforce development initiative that provides post-secondary education and training support to Weld County students.

About Bright Futures:

Bright Futures is a Weld County workforce development initiative designed to strengthen the long-term health of the local community by investing in education and career pathways for residents. Housed and administered in partnership with The Weld Trust, Bright Futures provides tuition assistance and financial support to qualifying Weld County residents—including high school graduates, GED earners, and generally discharged veterans—who pursue post-secondary education, technical training, or industry-recognized credentials. Since its launch in 2015, Bright Futures has helped thousands of students reduce financial barriers to education, awarding up to \$14,000 over eight semesters per participant. By supporting access to higher education and workforce training, Bright Futures plays a critical role in building a skilled workforce, strengthening local industries, and advancing economic mobility across Weld County.

About the Position:

The Senior Development Program Officer – Bright Futures is a senior-level fundraising professional responsible for leading and executing philanthropic strategies that sustain and grow the Bright Futures workforce development program. This position is accountable for securing significant financial support from individuals, corporations, foundations, and other funding partners to expand access to education and career training for Weld County residents. As a member of the Bright Futures team, the Senior Development Program Officer manages a robust portfolio of donors and prospects, drives major gift and partnership development, and ensures exceptional donor stewardship. This role plays a critical leadership function in aligning donor interests with program outcomes, communicating measurable impact, and building long-term philanthropic relationships including developing and cultivating relationships with Bright Futures Alumni.

Duties and Responsibilities:

Fundraising & Donor Relations

- In collaboration with the Director of Bright Futures and TWT leadership, develop and implement a comprehensive fundraising plan to meet annual and long-term revenue goals for the Bright Futures program.
- Cultivate, solicit, and steward donors at all giving levels, including major gift prospects, high-net-worth individuals, foundations, and corporations.
- Follow up promptly and confidently with development relationship opportunities generated in partnership with the Director of Bright Futures and TWT leadership.
- Manage a portfolio of prospective and current donors, with personalized engagement strategies and moves management plans, including long-term relationships with individual donors, businesses/corporations, families, and organizations.
- In partnership with the Communications and Marketing team, prepare and deliver compelling proposals, solicitation materials, stewardship reports, impact stories, and donor communications.
- Will work closely with the entire BF staff on utilizing both quantitative and qualitative data for BF storytelling.

Event Support & Community Engagement

- In partnership with Bright Futures staff, establish and nurture strategic relationships with community leaders, alumni, business partners, government stakeholders, and potential funders aligned with Bright Futures' mission.
- Provide strategic planning and hands-on support for Bright Futures fundraising and donor engagement events, including cultivation events, recognition events, and community celebrations.
- Partner with program staff to leverage events as strategic fundraising opportunities, with clear goals for donor acquisition and upgrades, and ensure effective post-event stewardship and data tracking to maximize long-term engagement and return on investment.
- Cultivate deep relationships with event sponsors and attendees.
- Represent the organization at community events, networking functions, meetings with funders, and external presentations.
- Evaluate event impact and fit within the overall fundraising strategy of Bright Futures and TWT, including consideration to non-monetary benefits.

Data & Gift Management

- Oversee donor database and tracking systems to record solicitation activity, giving history, next steps, and outcomes.
- Ensure accurate processing of gifts, acknowledgments, and donor recognition activities.

Communications & Marketing Support

- Collaborate with communications staff to develop fundraising campaigns, digital outreach, direct mail appeals, and impact reports that articulate Bright Futures' mission and outcomes.
- Share donor impact stories that illustrate the difference philanthropic support makes for Weld County students and the impact this program is having on the local community and economy.

Education and Experience:

- Bachelor's degree in nonprofit management, communications, business, or related field (advanced degree preferred).
- Minimum of 5–7 years of professional fundraising experience with a successful track record in major gifts, individual giving, and donor cultivation.

- Excellent interpersonal, written, and verbal communication skills with the ability to articulate mission and impact effectively.
- Strong relationship-building capabilities and comfort engaging with diverse stakeholders, including major donors and community leaders.
- Experience with donor CRM systems, (Blackbaud) gift tracking, and fundraising analytics.
- Ability to manage a high-volume portfolio of prospects, prioritize tasks, and meet fundraising goals.
- Highly organized, proactive, self-starting strategic thinker with a collaborative mindset who knows how to work both autonomously and as part of a team.

Preferred Knowledge, Skills, and Abilities:

- Experience in higher-education scholarship fundraising, community foundations, or workforce development initiatives.
- Knowledge of Weld County community context and local philanthropic landscape.
- Grant experience including: prospect research, proposal development, reporting, and funder stewardship.
- Event planning experience with the ability to leverage fundraising and cultivation events for donor engagement and relationship building.

Position Type/Expected Hours of Work:

This is a full-time position and requires employees to work in an office environment daily. Days and hours of work are Monday-Friday, 8:00 am to 5:00 pm. Extended hours are expected preceding, during, and following events.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Prolonged periods sitting at a desk and working on a computer.
- Frequently required to stand, walk, sit, and reach with hands and arms.
- Frequently required to hear on phone calls and video meetings.
- Occasionally lift and/or move upwards of 15 pounds.
- Occasionally required to stoop, kneel, or crouch.

What We Offer:

- Pay range of \$85,000 - \$115,000
- Paid holidays (9 days)
- Paid Time Off: 3 weeks vacation
- Cigna OAP and HDHP Medical Insurance, Cigna Dental and Vison Insurance
- 100% Company paid life insurance
- 100% Company paid Short-Term Disability and Long-Term Disability Insurance
- Telehealth plan
- Voluntary legal & ID theft protection benefits
- FSA and HSA savings account options
- Voluntary supplemental life insurance, accident, hospital, and critical illness insurance
- 401(k) plan: 8% company matching contribution

We are an equal opportunity employer and prohibit discrimination/harassment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Submit your cover letter and resume to Lisa Taylor, Director of Bright Futures lisa.taylor@weldtrust.org.

Applications received by March 3, 2026, at 4:00 pm will receive priority consideration.