

**Crazy Horse Memorial
Stewardship Officer- Development Office**

Crazy Horse Memorial Foundation is a 501c3 Public Charity of International scope that is a cultural, educational and humanitarian project of 74 years dedicated to protecting and preserving the culture, traditions, and living heritage of the Indigenous people of North America. The Foundation demonstrates its commitment to this endeavor by continuing progress on the world's largest sculptural undertaking by carving a Memorial of Lakota leader Crazy Horse; by providing educational and cultural programming; by acting as a repository for American Indian artifacts, arts, and crafts through THE INDIAN MUSEUM OF NORTH AMERICA® and the NATIVE AMERICAN EDUCATIONAL AND CULTURAL CENTER®; and by establishing and operating THE INDIAN UNIVERSITY OF NORTH AMERICA®, and when practical, a medical training center for American Indians.

Crazy Horse Memorial Foundation in the Black Hills of South Dakota is accepting applications for the position of Stewardship Officer. The Officer will hold a full-time, salaried position with the ability for remote work, as well as some time spent here at Crazy Horse Memorial. The Stewardship Officer will fundraise for major gifts and lead the cultivation of new and existing prospects and donors in the Pacific West, Southwest, Alaska, and Hawaii territories. The position will help develop and will actively manage a portfolio to include both prospects and donors. Responsibilities include fundraising for annual and legacy giving.

A Bachelors degree is required, Master's preferred, as is a minimum of 5- 7 years' work experience in philanthropy, business, higher education, or a nonprofit organization. Proven experience in successfully raising pledges and major charitable gifts from individuals and/or corporations preferred. Sales experience comparable to philanthropic work may be considered. Must be independently motivated to manage required travel, donor and prospect interactions, and the required paperwork and follow-up. Must have knowledge or a general understanding of applicable tax laws and the fundraising process and the concept of donor relations. Excellent organizational, interpersonal, and oral and written communication skills required. Must professionally represent Crazy Horse Memorial.

This position includes Medical, Dental and Vision benefits, paid time off, paid holidays, retirement plan, an annual trip to the top of the mountain carving for family and friends and the opportunity to be a part of history. Preference may be given to candidates who reside within the service area.

Qualified candidates should submit cover letter, resume and three professional references to:

hr@crazyhorse.org

Apply on line at <https://crazyhorsememorial.org/dream/employment/open-positions/> or mail cover letter, resume and references to:

Crazy Horse Memorial Foundation
Attn: Human Resources
12151 Avenue of the Chiefs
Crazy Horse, SD 57730-8900