



Berkshire Natural Resources Council

Individual Giving Manager

June 2026

Join the BNRC team

At Berkshire Natural Resources Council (BNRC), we believe land conservation is about more than protecting special places—it's about connecting people to the land in ways that inspire care, stewardship, and belonging. Our work protects the forests, trails, farms, and waterways that make Berkshire County extraordinary, ensuring they are accessible and resilient for generations to come.

When you join BNRC, you become part of a passionate, collaborative team committed to conservation, community engagement, and climate resilience. We value creativity, initiative, and inclusivity, and we strive to create a workplace where diverse perspectives are welcomed and respected.

Position description

BNRC is seeking an experienced and relationship-driven Individual Giving Manager to lead and grow our individual donor program. This role is responsible for developing and executing strategies that deepen donor engagement, strengthen stewardship, and expand philanthropic support for BNRC's mission.

The Individual Giving Manager will manage a portfolio of donors and prospects, coordinate donor outreach and meetings, and create meaningful engagement opportunities that inspire long-term investment in BNRC's work. This position is ideal for a thoughtful communicator and strategic fundraiser who enjoys building authentic relationships and translating mission impact into donor support.

Position Tasks and Responsibilities

1. Donor Strategy and Portfolio Management

- Develop and implement strategies to grow major individual giving
- Manage a portfolio of current and prospective donors through all stages of cultivation, solicitation, and stewardship

- Identify new donor prospects and engagement opportunities
- Collaborate with leadership to support fundraising priorities and campaign initiatives

2. Donor Outreach and Engagement

- Coordinate and conduct donor meetings, site visits, and engagement events
- Build strong relationships with donors, volunteers, and community stakeholders
- Develop personalized engagement plans that align donor interests with organizational priorities
- Represent BNRC at community and donor-facing events

3. Stewardship and Communications

- Ensure timely, thoughtful stewardship and acknowledgment of donor contributions
- Partner with communications staff to create donor materials, impact stories, and fundraising messaging
- Help design donor recognition and retention strategies
- Maintain accurate donor records and engagement tracking in the CRM database

4. Collaboration and Organizational Support

- Work closely with the Director of Advancement and President on fundraising strategy
- Support board engagement in donor cultivation and stewardship activities
- Contribute to development planning, reporting, and annual fundraising goals

Qualifications and Experience

- 3–7 years of experience in fundraising, development, donor relations, nonprofit advancement, sales, or other customer relation activities
- Demonstrated success managing relationships and meeting revenue goals
- Experience in cultivating, soliciting, and closing five figure gifts
- Excellent interpersonal, communication, and relationship-building skills
- Strong organizational skills and attention to detail
- Ability to manage multiple priorities while maintaining a high level of professionalism
- Comfort working independently and collaboratively in a mission-driven environment

- Experience with donor databases/CRM systems preferred
- Passion for conservation, community engagement, and BNRC's mission

Compensation and Benefits

BNRC recognizes that strong candidates may bring a variety of professional backgrounds and levels of experience. We are open to shaping this role as either a full-time or part-time position for the right individual. Compensation will vary accordingly and reflects the breadth of experience, fundraising expertise, and leadership capacity a candidate brings to the role.

The anticipated compensation range is approximately \$45,000–\$85,000 annually, depending on experience, responsibilities, and full-time or part-time schedule.

Benefits Include

- Medical, dental, and vision coverage
- Employer-paid life insurance and short/long-term disability insurance
- 401(k) and employer match
- Generous PTO (vacation/sick/personal) and 13 paid holidays per year (pro-rated for part-time work)
- Opportunity for hybrid remote/office work
- Travel reimbursement
- A great team of coworkers in a welcoming office setting in Lenox, Massachusetts

To Apply

Email your resume and cover letter to jobs@bnrc.org with “Individual Giving Manager” in the subject line and tell us why you're a great fit for this role. Review of resumes will be on a rolling basis.

BNRC is an equal opportunity employer. BNRC does not discriminate on the basis of race, creed, color, ancestry, religion, national origin, sex, sexual orientation, gender identification and expression, age, physical or mental disability, marital status, genetic information, veteran status, being a member of the Reserves or National Guard, status as disabled or Vietnam Era veteran or status in any group protected against discrimination by federal, state, or local law.

We welcome applications from BIPOC, LGBTQ+, women, and veterans. BNRC is actively engaged in ensuring its properties are welcoming to all, and in increasing diversity, equity, and inclusion in all aspects of its work. Though the job described above will begin entirely

or almost entirely in English, BNRC welcomes interest from bilingual candidates who can support the organization in being more inclusive in its work.