



Major Gift Officer

The USA Gymnastics Foundation is at a pivotal moment as the organization builds toward the LA 2028 Olympic Games and beyond. With the groundwork successfully laid, the next phase of growth requires a focused, disciplined fundraising strategy to support our world class athletes, competitive excellence, participation, and long-term sustainability goals.

THE OPPORTUNITY

The Major Gift Officer (MGO) is responsible for identifying, cultivating, soliciting, and stewarding major donors in support of the USA Gymnastics Foundation and its fundraising priorities, including athlete support programs, community access initiatives, and the national Training and Wellness Center campaign.

This position will manage a portfolio of high-capacity individuals, families, foundations, and gymnastics stakeholders capable of making gifts of \$10,000 and above. The MGO will build meaningful relationships, develop personalized engagement strategies, and guide prospects through the donor journey from identification to solicitation and stewardship.

The ideal candidate is a relationship builder, strategic thinker, and results driven fundraiser with a proven track record of securing significant philanthropic investments.

KEY RESPONSIBILITIES

- Manage a portfolio of approximately 100–150 major gift prospects and donors.
- Develop and execute individualized cultivation, solicitation, and stewardship plans for each assigned prospect.
- Conduct face-to-face meetings, virtual meetings, and event-based engagements with prospective donors.
- Solicit gifts of \$10,000+ and secure multi-year commitments.
- Support fundraising efforts for the national Training and Wellness Center capital campaign.
- Collaborate with leadership to create compelling cases for support, campaign materials, and to advance donor relationships.
- Identify new major gift prospects through membership networks, alumni, former athletes, coaches, judges, club owners, corporate contacts, and community leaders.
- Evaluate donor capacity, affinity, and readiness.
- Build a sustainable pipeline of future major donors.
- Prepare donor proposals, gift agreements, impact reports, and stewardship materials.

- Support fundraising activities at USA Gymnastics championships, congresses, and Foundation special events.
- Partner with Foundation leadership to establish annual fundraising goals and prospect strategies.
- Maintain accurate donor records and activity tracking within the CRM.

QUALIFICATIONS

- Bachelor's degree or equivalent experience.
- 5+ years of fundraising, development, sales, relationship management, or business development experience.
- Demonstrated success securing gifts, investments, or sales commitments of \$10,000+.
- Knowledge of capital campaigns and donor stewardship practices.
- Strong written and verbal communication skills.
- Excellent interpersonal and relationship-building with a wide range of personalities.
- Ability to travel and work some evenings and weekends.
- Familiarity with CRM systems and donor databases.

OTHER INFORMATION

- Position is based in Indianapolis
- Salary and benefits commensurate with experience

To apply, send resume to: recruiting@usagym.org. Please include "Major Gift Officer" in the subject line of your email.

Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this position. Duties, responsibilities, and activities may change at any time with or without notice.

The USA Gymnastics Foundation is proud to be an Equal Employment Opportunity Employer. Protection of athletes is a critical component for all positions at the USA Gymnastics Foundation.