Giving Counselor

Summary Position Description
The Giving Counselor helps members of the Evangelical Lutheran Synod grow in the grace of giving by encouraging Christian stewardship and by cultivating and soliciting gifts, both current and deferred, to support the synod's work. The position is governed mainly by Synod Guidelines, Section 310 (Board of Trustees, Article V). The Board of Trustees engages or calls the counselor and sets policy for the position, while the synod President supervises day-to-day work.

Core duties fall into eight areas:

- **Stewardship promotion:** teaching and preaching on biblical stewardship, leading workshops, and preparing materials for pastors and congregations.
- **Donor identification and cultivation:** finding individual, corporate, and foundation prospects and personally soliciting gifts at every level, including major, planned, and deferred gifts.
- **Donor relations:** assisting donors, writing foundation grant applications with the president, staying knowledgeable about deferred-giving instruments, and maintaining a donor database.
- **Synod relations:** attending synod functions and advising boards and committees on request.
- **Synod-wide appeals:** coordinating all new appeals, which must be approved by the president and the Board. The counselor cannot authorize campaigns independently.
- **Seminary development:** soliciting gifts for the seminary in consultation with its president.
- **Communication:** writing articles, informing members of giving opportunities, and handling estate requests.
- **Professional development:** continuing education in stewardship, fundraising law, and financial planning.

Accountability and planning: The counselor submits monthly reports to the synod president, regular reports to the Board of Trustees and seminary president, and an annual report. He meets with the Board at least annually for a review. He also develops an annual stewardship plan with the president, and a seminary plan with the seminary president, and presents both to the Board. He has flexibility in organizing daily work but remains accountable to the president.

Other terms: The position requires regular travel, including overnight, evening, and weekend work. The office is in Mankato, MN. Qualifications include ELS membership (or willingness to join), a bachelor's degree, strong written, speaking, and interpersonal skills, and a commitment to biblical stewardship. Applicants must pass a background check and be willing to sign a non-disclosure agreement. The counselor may also take on other related duties assigned by the president.

Applications for this position may be made through our Executive Assistant, Elsa Ferkenstad (elsa.ferkenstad@blc.edu). Please include a cover letter and your resumé. Applications will be accepted through November 30, 2026.