

# DIRECTOR OF DEVELOPMENT

<b>REPORTING TO: TITLE/NAME:</b>	<b>DEPARTMENT/DIRECTOR NAME:</b>
PRESIDENT & CEO/DESTA TAYE-CHANNELL	DEVELOPMENT TEAM
<b>REQUISITION ID NUMBER: (HR ONLY)</b>	<b>ANTICIPATED START DATE/SALARY RANGE:</b>
N/A	ASAP/85K-125K

## JOB SUMMARY

Florence Crittenton Services is seeking a dedicated and compassionate **Director of Development** to join our team. The **Director of Development** oversees all of Florence Crittenton's fundraising, public brand awareness, and engagement, and belongs to the organization Executive Leadership team.

## ROLE RESPONSIBILITIES

- Directs and manages individual, institutional, and government grant funding, corporate giving, cultivation, stewardship and reporting.
- Oversees corporate and individual volunteer programs, as well as:
  - External and internal marketing and communications.
  - Two major annual fundraising events and additional donor stewardship and cultivation events.
- Monitors and reports goal achievement, evaluates results, and adjusts strategies as needed.
- Works with the Board of Directors, Leadership Team, and key staff to develop strategies, manage relationships, and cultivate and steward major gifts to expand FCS donor base.
- Builds relationships with the Board of Directors, President, CEO, and other staff to establish Florence Crittenton Services' strategic plans and organizational priorities and facilitates Board Committees.
- Develops and monitors budgets, manages resources, and achieves fundraising goals.
- Plans and implements giving activities in partnership with the Board of Directors, donors, and appropriate volunteers, to solicit and manage gifts to FCS.
- Manages the strategy and implementation of launching a comprehensive campaign for FloCrit's Bold Vision.
- Collaboration with other departments and community partners.
- Ensures compliance with all relevant fundraising laws, regulations, and ethical guidelines.

## CORE SKILLS & COMPETENCIES

- Coordinates Development and Finance Departments to track, report and reconcile Development revenue.
- Achieves fundraising goals.
- Strong verbal and written communication skills.
- Represents FCS as positively and constructively, both internally and out in the community.
- Experience facilitating and managing a Capital campaign.
- Performs other duties as required and necessary to ensure the success of FCS.
- Adept at navigating local, statewide, and national issues, assessing their impact on our organization, and implementing strategic responses.
- Stays up to date with fundraising principles, best practices and relevant laws and regulations.

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## EDUCATION AND EXPERIENCE

- Five or more years of successful experience in annual and major gift fundraising, including grant management.
- Demonstrated experience in establishing and managing a strong team.
- Demonstrated track record of building donor relationships and closing significant five-figure and six-figure gifts.
- Demonstrated experience cultivating and stewarding relationships with individual major donors.
- Demonstrated experience in establishing and managing effective and efficient operational systems required for planning, executing, and evaluating individual giving programs.
- Demonstrated experience designing and implementing effective communication outreach and marketing strategy plans.

## PHYSICAL REQUIREMENTS

- Sitting at a desk for extended periods while working on a computer is common.
- Able to lift 50 pounds occasionally and/or 25 pounds frequently.
- Work may involve additional hours during the evenings.
- While performing the duties of this job, the employee is regularly required to talk or listen.
- Specific vision abilities required by this job include close and distant vision and the ability to adjust focus.
- This job requires close and distant vision, as well as the ability to adjust focus

## BENEFITS & COMPENSATION

- Excellent Health, Dental, and Vision
- Generous Paid Time Off Honored
- Company Paid Holidays
- Match to 401K Contribution
- Short-Term & Long-Term Disability
- Employee Assistance Program
- Competitive Salary \$85,000 to \$125,000 (USD)

## OUR FLOCRIT COMMUNITY VALUES

*Mission Focused, Teamwork, Respect, Learning & Development, Ownership & Accountability, Fun & Celebration*

## EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

*Any form of harassment or discrimination specified by federal, state, or local laws is prohibited by Florence Crittenton*