

Role: Development Director**Scope of work:**

The Development Director at Project Worthmore, will be an ambitious, entrepreneurial, and highly motivated professional who excels at supporting a high-functioning team, front-line relationship building, and crafting and executing successful strategies to cultivate, solicit, and steward donors and prospects with the capacity to give. The ideal candidate will bring extensive demonstrable experience in cultivating and/or upgrading individuals in giving 5- and 6- figure gifts, donor retention, development planning, and crafting and implementing successful fundraising strategies. In addition to major donor relations and solicitation, they will lead the Development Team in solicitation and foundation funders, proposal writing, and grants tracking and reporting. The Development Director is a member of the senior leadership team and reports to the Executive Director. They will play a pivotal role in driving fundraising initiatives to support our mission.

Key Responsibilities:**Fundraising Strategy:**

- Develop and execute a comprehensive fundraising strategy aligned with Project Worthmore's mission and goals.
- Develop an ambitious annual fundraising plan and strategy with specific and measurable goals and objectives for development of restricted and unrestricted funds.
- Meet or exceed annual fundraising goals with a personal emphasis on identifying, cultivating, upgrading, and sustaining 5- and 6- figure individual donors. Identify major gift prospects, qualify their giving potential, and develop and implement strategies to optimize gift closures.
- Collaborate with the executive team to set fundraising targets and strategies. Donor Cultivation and Stewardship:
 - Identify and cultivate relationships with individual, corporate, and institutional donors to secure financial support.
 - Implement effective stewardship practices to maintain strong, long-term relationships with donors.

Grant Writing and Management:

- Oversee the development and submission of grant proposals, ensuring alignment with organizational priorities.
- Manage the grant application process, tracking deadlines, and providing timely and accurate reporting.
- Keep accurate grants management and donation records and assure donors are promptly and appropriately recognized for their support.

Fundraising Events and Campaigns:

- Plan and execute fundraising events and campaigns to engage the community and attract donor support.

Database Management:

- Maintain and expand the donor database, ensuring accurate and up-to-date records.
- Utilize fundraising software to track donations, generate reports, and analyze fundraising performance.

Communications and Marketing:

- Develop and implement a comprehensive communications and marketing strategy to enhance Project Worthmore's visibility and impact.
- Oversee the creation of compelling content for various platforms, including social media, newsletters, storytelling utilizing various forms of media, and press releases.

Website Management:

- Manage and update Project Worthmore's website to ensure accurate and engaging information for stakeholders.
- Implement strategies to optimize the website for fundraising and donor engagement.

Team Leadership and Development:

- Lead and inspire the development team, fostering a collaborative and results-oriented environment.
- Research, identify, vet, write, and submit high quality public & private funding proposals and other requests for funding.

- One-on-one meetings with direct reports and regular team meetings with all members.
- Effective delegation of duties and responsibilities.

Budget Oversight:

- Manage the development budget, ensuring effective allocation of resources to maximize fundraising outcomes.
- Prepare and submit letters of inquiry, budgets, and reports to public and private funders as necessary.
- Monitor and report on fundraising progress, adjusting strategies as needed.

Networking and Representation:

- Represent Project Worthmore at external events, conferences, and networking opportunities.
- Build and maintain relationships with key stakeholders and partners in the fundraising community.

Key Working Relationships:

Position Reports to: Executive Director

Position directly supervises: Community Engagement Coordinator

Qualifications requirements:

- Minimum of a Bachelor's degree in a relevant field or/and minimum of five (5) years of managing professional fundraising teams with progressive levels of responsibility.
- Demonstrable history of successfully soliciting 5- and 6- figure gifts from individual donors.
- A background of working with high-level donors, volunteers, and trustees is highly desirable.
- Previous involvement in successful capital campaigns, showcasing your ability to secure funding and drive organizational growth.
- Proven track record in fundraising and development within the nonprofit sector.
- Excellent interpersonal and communication skills and the ability to work effectively with partners and colleagues in a cross-cultural, multi-disciplinary environment.
- Strong analytical and strategic planning abilities.
- Solid organizational skills with the ability to juggle multiple tasks, set priorities, effectively manage time, and meet deadlines.
- Experience with donor database management and fundraising software.
- Passion for Project Worthmore's mission and values.



Work Environment:

Standard office environment, combined with community-based activities.

Compensation: \$85,000-\$91,000 depending on experience.

Benefits: Health Insurance premium reimbursement, Dental, 401K, Wellness program, Paid-time off, sick days and holidays.

Please send resume and cover letter with references to: Frank@projectworthmore.org