



Director of Development

Job Description

Are you interested in applying your expertise to the nonprofit sector on a national scale? "I Have A Dream " Foundation is a national nonprofit supporting a network of 12 affiliates in nine states and New Zealand serving thousands of youth and their families from under-resourced communities from 1st grade "to and through" post-secondary and career pathways. If you are excited about making a difference, are a team player, an exceptional fundraiser, good writer, and enjoy having fun with committed colleagues, then this is the position for you.

IHDF is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and people who identify as LGBTQ+.

Organization Mission and Vision

Founded 40 years ago, the ["I Have A Dream" Foundation](#) (IHDF) is a national nonprofit organization whose mission is to empower children from under-resourced communities to succeed in school, college, and career by providing academic, social, and emotional support from elementary school through college, along with a guaranteed post-secondary scholarship. Our dream is a world where every child has equal access to the educational and career opportunities that will ignite their innate potential.

Position Summary

IHDF is seeking a Director of Development to build an infrastructure to support our network growth. Reporting to the Chief Executive Officer and in partnership with Senior Leadership, the Director of Development will also manage a variety of fundraising and marketing efforts of the organization in order to meet annual revenue and long-term development goals, both locally and nationally.

Position location

Position is based at the national headquarters in New York City, with hybrid working options. Some evenings and weekends required.

Compensation & Benefits (FLSA Status: Exempt)

IHDF offers a competitive salary based on the organization's compensation philosophy, which is grounded in market data. The salary range for this position is \$92,000-\$102,000 depending on qualifications. We also offer comprehensive benefits (medical, dental, vision and life insurance) and top of the market paid time off (vacation, sick leave, and paid holidays).

Primary Responsibilities

- Manage and optimize organizational development processes to increase funding revenue
- Establish systems and procedures for data to support effective execution of our donor database and manage strategy for expansion of database usage on our Salesforce platform; provide regular reports for major gift program and generate financial reports for Chief Executive Officer, and for Board of Director meetings; conduct donor and campaign analysis, pull regular and custom donor reports.
- Plan and implement the annual Spirit of the Dream Gala, raising \$1 million in gross revenue.
- Develop and implement an overall comprehensive, strategic, goal-based development plan.

- Develop and implement a detailed plan to attract, build and maintain effective and mutually beneficial relationships with individuals capable of contributing significantly to “I Have A Dream.” Methods may include but are not limited to regular correspondence, phone communications, face-to-face meetings, special site tours, donor cultivation and recognition events, and personalized donor reports.
- Oversee the production of annual mail and electronic solicitation campaigns, including Giving Tuesday.
- Responsible for all grant prospecting and submissions.
- Manage Donor Relationships.

Position Requirements

- A desire to support the mission and vision of the National “I Have A Dream” Foundation.
- The ability to drive innovation, change and growth, and be a detail-oriented implementer who can translate strategy into results.
- Thorough understanding of project management; ability to handle multiple projects simultaneously and meet tight deadlines and goals.
- Ability to build and nurture relationships amongst many stakeholders to create buy in for a final and successful outcome.
- Supervisory experience in managing staff and teams of volunteers.
- Strong understanding of technology and information systems, managing a large donor database (Salesforce preferred), graphic design (In Design preferred), social media, and website management experience (Wordpress preferred).
- Professional fundraising experience with a proven track record of creating and executing effective fundraising strategies for diverse revenue streams. Proven success in planning and managing large fundraising events, grant writing, and soliciting and closing large gifts from individuals, foundations and corporations. 3+ years preferred.
- Bachelor’s degree, preferable in nonprofit management, business management, marketing, or relevant field of study and/or equivalent life experience. CFRE is a plus.

Physical and Cognitive Requirements necessary to perform this job

- Strong problem-solving, decision-making, analytical, and cognitive skills.
- Conduct oral presentations, read, and communicate effectively
- Some evenings, weekends and conference travel.

How to Apply

Please send a cover letter and resume to: hr@ihaveadreamfoundation.org, with the subject: Last Name/Director of Development. Applications received by February 10, 2023 will receive first consideration.