

# all hands raised



Education, Equity and Excellence  
from Cradle to Career

## Job Announcement

<b>Title:</b>	Director, Development
<b>Reports to:</b>	Vice President, Strategic Planning
<b>Status:</b>	Full-time, salaried exempt
<b>Compensation:</b>	Salary range: \$ 65,000 to \$ 75,000. Salary depends on experience. Excellent benefits package.
<b>Closing Date:</b>	<b>Monday, September 16, 2019 by 5 p.m.</b>

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**All Hands Raised (AHR):** All Hands Raised believes that transforming children into educated, independent adults is the job of the entire community. That is why, with a focus on racial equity, we relentlessly and systematically connect our community's diverse assets, with the explicit goal of working in new ways together to improve kids' success inside and outside of school. Through seven focused areas, that span cradle to career, All Hands Raised is working to improve the lives of the 220,463 young people aged 0-24 in Multnomah County; and in turn the economic vitality of the region. Learn more at [www.allhandsraised.org](http://www.allhandsraised.org).

**AHR Team Member Description:** The Director, Development (DD) is a member of the organization's Development team, which includes the Vice President, Strategic Planning (VPSP), Associate Director, Revenue and Stewardship (ADRS) and the Manager, Donor Database and Grants (MDDG). The DD provides leadership and management oversight in order to grow and sustain the organization's revenue streams by successfully implementing activities to meet this strategic objective. This position will play a key role within a nimble, dynamic and diverse team contributing to our culture and values—All Hands Raised was just named one of *Oregon Business Magazine's* 100 Best Nonprofits To Work For in Oregon for the second year in a row

**Position Summary:** The DD provides leadership and management oversight to grow and sustain the organization's revenue streams by successfully implementing activities to meet this strategic objective. This role includes developing and leading all revenue plan activities to meet established annual revenue targets. This position will work collaboratively with the All Hands Raised Communication Team, who provides communication support to meet revenue targets and, when necessary, other AHR staff on specific revenue plan activities. The DD must have the ability to work closely with All Hands Raised staff and governing bodies to support the delivery of the mission of the organization to help all kids achieve their full potential from cradle to career.

### Key Responsibilities and Duties

- Provide support to the VPSP in the development of long-term revenue forecasts and in providing regular reports to monitor the status in meeting revenue goals.
- Serve as a core member of the Development and Communication teams by helping to implement both the long-term revenue strategy and manage day-to-day tactics necessary to meet or exceed annual revenue goals.
- Create, manage and implement a "moves management" strategy to build a diverse pipeline of annual contributors, major donors, foundation and corporate partners which integrates and leverages board and staff relationships by collaborating with AHR staff and all external partners.
- Be accountable for preparing the CEO, VPSP and other relevant staff and board members for all investor meetings to ensure that meetings meet desired outcomes for relationship-management and revenue sustainability and growth.
- Develop and grow a portfolio of individual donors who have the capacity to give \$1,000 or more annually.
- Lead, manage and implement a strategy for the annual appeal and workplace and employee giving campaigns.
- Support the VPSP in creating a strategic investment relationship plan and provide management oversight to ensure that the relationship plan meets established outcomes.

- Provide management support to help meet annual event fundraising goals including coordination and solicitation of sponsorship and paddle raise donors and management of the event committee and play a strategic and collaborative role with the staff annual event team focusing on event logistics and stewardship priorities.
- Work collaboratively as a team member with the Associate Director, Stewardship & Events and the Manager, Donor Database & Grants.
- Proactively partner with the communication team to develop and implement a marketing and social media strategy specific to meeting the organization's revenue strategy.
- Other duties as assigned by supervisor.

### **Knowledge, Skills and Abilities**

- Maintain a high level of professionalism, creativity, organization, self-motivation and patience.
- Work with development team to create and manage a three-year Revenue Development Plan.
- Initiate contact with donors, align giving priorities and successfully solicit gifts.
- Engage various audiences; build key relationships with prospects, supporters, donors and board members; identify and attract new donors.
- Skilled communicator and relationship builder – writing and speaking.
- Write, edit, proofread and protect accuracy as a top priority.
- Work in teams and independently, while leading and motivating others.
- Understanding of Pacific NW giving community, particularly in Portland Metro, preferred but not required.
- Experience with donor software (CRM).
- Ability to manage administrative needs (e.g. calendaring, document prep, etc.)

### **Qualifications/Personal Attributes**

- BS or higher degree preferred.
- Minimum of eight years' experience working in development or related field.
- Valid drivers license.
- Proven ability to create and implement revenue strategies to meet and exceed goals.
- Experience working in education or children/youth centered environment preferred.
- Demonstrated experience managing a diverse set of volunteers.
- Experience and aptitude for relationship building and stewarding.
- Team player who is a skilled "active" listener and motivated leader with high emotional intelligence.
- Possess multi-cultural intelligence, appreciation and respect for equity, diversity and inclusion and demonstrate an ability to work with a diverse group of co-workers and constituents.

### **How to apply:**

Submit a one-page cover letter (addressed to Terri Theisen, Vice President, Strategic Planning) describing how your qualifications and professional experience aligns with the job description and attach a resume (not to exceed two pages in length) to [developmentdirector@allhandsraised.org](mailto:developmentdirector@allhandsraised.org) by Monday, September 16, 2019 by 5 p.m.

All Hands Raised is an equal opportunity employer without regard to race, color, citizenship, religion, national origin, age, gender, gender identity, disability, veteran, current or future military status, sexual orientation, marital status, AIDS, pregnancy, childbirth or related medical conditions. For more information about our organization, please see [www.allhandsraised.org](http://www.allhandsraised.org).