Public Allies advances new leadership to strengthen communities, nonprofits, and civic participation
Arizona • Central Florida • Chicago • Cincinnati • Connecticut • Delaware • Detroit • Eagle Rock • Indianapolis
Iowa • Los Angeles • Maryland • Miami • Milwaukee • New Mexico • New Orleans • New York • North Carolina
Pittsburgh • San Antonio • San Francisco • Silicon Valley • Twin Cities • Washington DC

DIRECTOR OF DEVELOPMENT

Organization Overview
Public Allies is a national movement grounded in the conviction that everyone leads. We believe that everyone can make a difference and we seek to develop the innovative leadership needed to sustain a just and equitable society. Founded in 1992, Public Allies (publicallies.org) is a values-based, national leadership organization focused on developing a pipeline of diverse leaders to address the country’s most pressing issues. Public Allies currently operates a nationally recognized leadership development program in 24 cities and we are looking to grow our reach and develop new ways to achieve our mission.

Our network of 24 sites across the country represent the best and brightest young leaders and social justice advocates. Our Allies, (what we call our program participants) are deeply passionate artists, advocates, and activists who learn our leadership development model and work to advance equity through a range of avenues. We currently have over 8,000 alumni in a variety of professional areas and levels, including education, community development, general nonprofits, government, and business changing the face and practice of leadership.

Position Overview
The Director of Development is a central member of Public Allies’ Development Team and will be engaged in all aspects of fundraising and fund development. Reporting to the Vice President for Strategy and Development, this position serves as one of the primary strategists in the development and implementation of national fundraising strategies and designing support structures for local donor engagement and fundraising efforts.

The Director of Development will assume a leadership role to design, articulate, and implement a comprehensive multi-year fundraising strategy to advance the mission of Public Allies. The Director will work closely with the Vice President of Growth Strategy and Development and the executive leadership team to set fundraising goals, implement annual fundraising strategies, and participate in the overall work of the department including managing 1-3 staff members. The Director will have their own fundraising targets and will increase and diversify philanthropic revenue. The Director will join a collegial team of experienced, committed, and mission-driven Development professionals. Occasional domestic travel is required.

Key Responsibilities:
Fund Development:

- Collaborate with the Vice President of Growth Strategy and Development to develop and implement annual and multi-year fundraising plan
- Develop, implement and support strategies that will offer sustainable short, intermediate and long-term growth in individual, institutional and corporate support.
- Identifies and researches current and potential individual donors, including new prospects and existing donors. Cultivates, solicits and stewards a portfolio of 35+ qualified prospects in the $5,000 - $100,000 giving range.
- Direct research initiatives to identify and cultivate new donors/supporters, including individuals, foundations, and corporations.
- Manage fundraising events, including oversight of the sponsorship solicitation and logistical planning.
In coordination with the Vice President, identify, cultivate and solicit institutional and corporate support at the national and local level.

Accurately and timely document moves management.

Administration
- Track and report on national and site development trends.
- Research new funding ideas and present proposals to the Vice President and Executive Team.
- Maintain statistical and research data for all funding sources.
- Work with Vice President to develop annual regional income and expense budgets for development projects and activities. Analyze and report on variances between actual and budgeted income and expense amounts.
- Oversee donor marketing and communications program to ensure key goals and objectives are met: increasing awareness, elevating our brand and donor stewardship.
- Work closely with the National Development staff and report all regional/corporate site development projects, newsletters, funding and related items. Provide reports monthly or as directed by the Vice President on: fundraising activities, major gifts, grants and special events, public relations and other funding efforts.
- Ensure accurate records of all contacts are maintained. Establish and maintain correspondence records. Oversee regional development correspondence to ensure consistency and accuracy.
- Stay abreast of philanthropic, economic, and social trends related to fundraising and Public Allies initiatives.

Qualifications:
The ideal candidate will possess:
- Extraordinary organization, writing and communication skills
- Meticulous attention to detail and excellent problem-solving skills
- A proven record of success in meeting fundraising goals
- Demonstrated prior success with face-to-face gift solicitations over $25,000
- Ability to balance competing priorities, adhere to deadlines and be flexible to accommodate new projects and demonstrate excellent time management and organizational skills
- Understands the needs and interests of donors in order to enhance Public Allies’ philanthropic relationships
- Contributes both individually and collaboratively in a time-sensitive environment
- Ability to thrive in a team environment and collaborate and manage key volunteers
- Ability to both work and thrive in an evolving, fast-paced environment
- Respectful of the sensitive and confidential nature of donor-related information and board management
- Ability to manage and motivate staff and provide leadership
- Ability to organize and maintain detailed records and meet deadlines
- A passion for Public Allies’ vision of creating a just and equitable society and a commitment to social, economic, and racial justice
- Experience working in diverse and multicultural environments
- Experience working for national nonprofit organization, strongly preferred
**Experience**
Minimum of ten years of combined development leadership and fundraising experience in a nonprofit environment. The candidate must have proven skills in successfully developing and implementing regional fundraising plans to achieve established goals. The candidate must identify, cultivate, solicit and steward major donors, and have the desire to work in a fast-paced, collaborative environment.

**Education**
BA degree required.

**Licences:**
Accreditation in fundraising (CFRE) desired.

While this description is intended to be an accurate reflection of the current position, it is not necessarily exhaustive of all responsibilities, duties, effort, requirements or expectations of this position. Management reserves the right to revise or amend this description to include or remove tasks as circumstances change and the needs of PA so dictate.

Public Allies is a national organization and as such, the Director of Development may be based anywhere in the continental US. However, our preference would be a candidate based in metro Milwaukee, WI. Public Allies is an equal opportunity employer. This is a full-time position with health, dental, vacation, and 401(K) benefits.

*PA is an equal opportunity employer committed to diversity and inclusion in the workplace.*

**Application Instructions**
Applicants should email their resume and cover letter to jobs@publicallies.org with the subject line “Director of Development” by January 2, 2020. This position will be filled as soon as the right candidate is identified.