



Friends for Sight – Position Description

Job Title Director of Development

Organization Overview

Our nonprofit organization is committed to making a lasting impact in our community by providing essential vision services and support to those in need. We rely on fundraising to sustain and expand our programs, and we are seeking a dynamic Director of Development to lead these efforts and help us achieve our mission.

Position Overview

Works closely with the Executive Director and the Board of Directors to develop a comprehensive fundraising strategy to expand philanthropic support for the organization. Manages all components of the fundraising plans including (but not limited to): annual giving, planned giving, corporate and foundation grants, major individual and corporate gifts, and special fundraising events.

Key Responsibilities

- Develop and implement a comprehensive fundraising plan to meet the organization's annual revenue goals.
- Identify, cultivate, and solicit major gift prospects, as well as corporate and foundation donors.
- Plan and execute special events that engage donors and generate significant revenue for the organization.
- Collaborate with colleagues and board members to create compelling donor communications and marketing materials.
- Work closely with the Executive Director and Board of Directors to develop and execute long-term fundraising strategies.
- Monitor and analyze fundraising data to evaluate performance and refine strategies for continuous improvement.

Qualifications

- Bachelor's degree in nonprofit management, business administration, or a related field.
- Minimum of 5 years of experience in nonprofit fundraising, with a proven track record in major gifts, corporate and foundation giving, and special events.
- Excellent written and verbal communication skills, including the ability to create compelling donor messaging and marketing materials.
- Ability to collaborate effectively with colleagues, Board members, and volunteers.
- Proficiency with fundraising software and donor databases.
- Deep commitment to the mission and values of our organization.

Compensation & Benefits

This is a 3-quarter time position offering a competitive compensation package with health benefits, retirement plan with company match, PTO, paid holidays, flexible hybrid work environment, and a competitive annual salary between \$50-\$65k commensurate with experience.

How to Apply

Please submit your resume and cover letter to the executive director, Jamie Justice (jamiejustice@friendsforsight.org) with the subject line "Director of Development Application."

Friends for Sight is an equal opportunity employer in compliance with all state and federal laws. It does not discriminate against employees or applicants on any basis, including race, color, sex, age, religion, national origin, sexual orientation or disability.