



*Connecting people, place, and power*

**SENIOR DIRECTOR OF  
DEVELOPMENT**

*Senior Director of Development*

Location: Remote four-day work week position

Salary Range: \$130,000 - \$180,000

Start Date: upon hire

FLSA Status: Exempt

Union Status: Not included in bargaining unit

Neighborhood Funders Group seeks a Senior Director of Development to lead NFG's resource development work. This is a unique and exciting opportunity to join an organization serving a wide range of funders already deeply invested in justice and power building work.

**BACKGROUND**

NFG's mission is to organize philanthropy to support grassroots power building so that black indigenous and people of color (BIPOC) communities and low income communities thrive. Together with our member network of over 140 grantmaking organizations and 1,500 individuals, NFG engages philanthropic institutions and their staff across the US to move more money to racial, gender, economic disability, and climate justice. NFG offers a political home for funders to learn directly from movement leaders on issues like gentrification and displacement, multi racial, rural, organizing, and the changing landscape of workers' rights. Our programming goes beyond learning to action: we call on funders to inspire to support transformative movements – collaborating and aligning to advance justice. All of our programming is grounded in our histories, strengths, and struggles, and centers BIPOC leaders and places, movements, and philanthropy for more information. For more information about NFG's programming, visit [www.nfg.org](http://www.nfg.org).

**POSITION OVERVIEW**

The Senior Director of Development will lead NFG's fundraising effort focused on growing and stewarding relationships with funders and donors, leading development strategies, and serving as the internal expert and external champion for NFG's important mission. This position offers an exciting opportunity for a skilled development leader with a good understanding of the philanthropy ecosystem that supports justice organizations, networks, and movements. The Senior Director of Development will work closely with the President, Program Directors, and a highly skilled grant writer. The position reports to the Vice President of Finance and Operations, and works alongside the Director of Membership and Communications and the Vice President of Programs. NFG is currently in solid financial health and has a loyal base of support from foundations and NFG members. The Senior Director of Development will fundraise for a \$5M general operating support goal and support program leads who are responsible for raising an additional \$5M. This includes our innovative Amplify Fund which aims to raise \$100M over the next ten years to support

NFG is a fully remote working environment with a four-day work week.

## RESPONSIBILITIES

Lead NFG's overall fundraising strategy

- Create and implement annual fundraising planning to ensure financial health, as well as work closely with program leads, finance, and senior management team to clarify goals and strategies;
- Maintain a birds-eye view of fundraising across the organization to ensure coordination and strategic approaches to funders and minimize duplication of outreach to funders; and
- Manage grantwriter, part-time admin support, and other resources that support development.

Lead organizational collaboration on foundation relations and development

- Serve as a central hub and supporter to program leads to meet their fundraising goals. This might include working with program directors to do foundation outreach and cultivation, providing support for prospect research, and coaching and preparing them for funder meetings; and
- If needed, join funder meetings or calls to provide additional support and follow up.

Lead the effort to secure general operating support and other support for NFG

- Lead a portfolio in partnership with senior management to raise general operating support for the organization;
- Work with the senior management team to do funder outreach, cultivation, networking, and assisting with follow-up; and
- Research and develop new leads for ongoing increase in unrestricted support.

Lead resource development information and data management

- Work with senior management team to establish projections and budgeting;
- Develop and implement organization-wide systems for tracking fundraising pipelines, including progress toward goals. NFG uses Salesforce and Asana for donor data management and project management;
- Ensure clear financial information and reporting to funders, as well as board and staff; and
- Continually assess and improve internal systems for fundraising across the organization.

## QUALIFICATIONS

We are looking for:

- Solid understanding of the foundation ecosystem that supports issues such as racial, gender, economic, disability, and climate justice, including a network or understanding of national foundations;
- Honed technical skills in the areas of grant writing for six- and seven- figure grants from national foundations, as well as the gravitas and experience to cultivate and build relationships with foundation program officers;
- A head and a heart for coordination and team building including the ability to support and coach program leads in fundraising;
- Excellent analytical, critical thinking, problem solving, writing, and data and process management skills;
- The ability to thrive in a fast-paced environment and prioritize effectively while working under multiple deadline; and

- Previous experience with Salesforce or similar donor CRM preferred. This role is not responsible for data entry, but does need to have familiarity with overall donor data management strategies.

#### Preferred Experience:

7+ years of fund development and grants experience, particularly institutional fundraising from national foundations. Understanding of intermediaries, philanthropy service organizations, collaborative funds, funder affinity groups, or movements and networks is a plus.

#### COMPENSATION

The salary range for this position is \$130,000 - \$180,000 commensurate with experience. Remote, four-day work week. Benefits include generous leave, health insurance, and retirement contributions.

#### TRAVEL

Anticipated travel 15-20% of the time to staff retreats, conferences, program events, and professional development opportunities.

#### LOCATION

Anywhere in the United States, tribal nations, and US territories. Must be comfortable and able to work remotely and have access to reliable internet.

#### HIRING PROCESS

Please complete [this application](#) and provide a PDF copy of your resume.

Preference will be given to applications submitted by January 15, 2024, but the position will remain open until the right candidate is selected.

NFG is an equal opportunity employer that does not discriminate on the basis of race, color, religion or belief, disability, gender, nationality, ethnicity, sex (including pregnancy, childbirth, or related medical conditions), gender identity or expression, sexual orientation, or any other status protected by law. Women, people of color, and LGBTQ people are strongly encouraged to apply.

#### COVID POLICY

NFG strongly encourages all employees to be up-to-date on COVID vaccination. NFG staff who wish to travel and meet in person agree to follow current CDC and local public health guidance regarding masking, social distancing, testing, quarantining if exposed, and isolating if symptomatic or diagnosed. NFG regularly monitors and modifies guidelines and protocols as needed.