

Social Venture Partners International
Director of Development Job Description
July 25, 2019

Director of Development

Location: Greater Puget Sound Region, primarily work from home, weekly internal meetings via Zoom and in person, and regional, national and international travel

1. The Opportunity

Social Venture Partners International (SVPI) is the hub of a global network of engaged philanthropists and social innovators. We connect 43 affiliate organizations in 8 countries, creating a combined network of more than 3,400 donor partners that have collectively invested more than \$70 million in collective grants and countless volunteer hours in over 900 nonprofits. Together, we are working toward a world where the people closest to – and impacted by – problems in our communities have the power and resources to develop and implement solutions.

SVPI is at a pivotal moment. Historically, we have largely functioned as the invisible backbone of our partnership network. Today, we are on a path to expand our focus to include community-driven impact, led by a visionary new CEO who is committed to enhancing our culture of fundraising. Through fall 2019 and into winter 2020, SVPI is developing the vision and plan to achieve this expanded purpose.

SVPI seeks an entrepreneurial, strategic, and collaborative fundraising leader to join our team as the Director of Development (DOD). Our new DOD will support SVPI's growth trajectory by designing and implementing a strategic approach to fundraising that optimizes existing fundraising and identifies new opportunities for expanding fundraising capacity. The new DOD will have the opportunity to make a significant contribution not only to SVPI, but to the field of philanthropy at large.

2. About the Role

Position Summary: The Director of Development (DOD) will report to the Chief Executive Officer (CEO) and maintain responsibility for all fundraising activities for SVPI. Specifically, the DOD will oversee the identification, cultivation, solicitation, and stewardship of all donors, and guide and support internal leadership and volunteers. The DOD represents SVPI to its affiliates and to its external partners, exercises discretion, practices collaboration, and advances equity.

Fundraising Strategy and Leadership

- Create and implement a comprehensive strategic development plan that aligns with the organization's vision for growth, including establishing annual revenue targets, creating plans to achieve those targets, and implementing those plans
- Lead existing programs for annual giving, events, foundation and corporate giving, individual major giving, and planned gifts; over time, develop new strategies and plans to enhance revenue generation
- Serve as a thought partner to develop strategies to improve collaborative fund development across the network; strengthen and manage network relationships in support of collaborative fundraising efforts and shared donor relationships
- Participate as a member of the senior leadership team

- Supervise consultants/vendors, and when budget allows, attract, hire, and manage development team
- Establish and drive performance metrics and manage the development budget

Fundraising

- Retain a modest portfolio of individual donor prospects and personally cultivate, solicit, and steward that portfolio
- In collaboration with the CEO, actively drive, manage, and track all major gift strategies and activity
- Seek sponsorship support for events, as appropriate
- Manage private and corporate foundations grant research, prospecting and reporting and engage external grant writers as appropriate; support CEO in managing relationships

Community Engagement and Coaching

- Direct and support the CEO, other staff, and key volunteers in setting and achieving fundraising goals
- Direct and support the identification, training, and involvement of fundraising volunteers, including the Board of Directors and Board Development Committee; formally staff the Board Development Committee
- Build collegial relationships across the network and, in time, provide fund development coaching and guidance for network affiliates

Development Operations, Events, and Communications

- Lead the design of case messaging; generate proposals and customized request materials; prepare drafts of donor correspondence and assist with development of ancillary materials
- Develop and oversee fundraising aspects of events, including sponsorship for learning tours and Annual Summit
- Create regional events to support fundraising for SVPI in collaboration with SVP local affiliates
- Guide prospect discovery, research, donor stewardship, and donor information systems
- Oversee prospect management system and ensure timely and accurate record-keeping
- Report fundraising progress to internal and external audiences

3. About You

You will enjoy this job if you are a talented nonprofit professional who is excited by the opportunity to grow a development operation that will resource a bold vision to influence the field of philanthropy. You will be a strong candidate if you are ready to hit the ground running in the fall of 2019 to help meet the 2019 budget and set us up for success in 2020.

Your Core Competencies

- **Fundraising:** You have successfully raised funds from individual and institutional donors in a roll-up-your-sleeves environment. You have a working knowledge of fundraising plans, major gift programs, event planning and management, direct solicitations, donor relations, moves management, and volunteer management. You enjoy development strategy and operations as much as you enjoy developing relationships with donors.
- **Team Building:** You enjoy building and supporting teams of people serving in a variety of roles, engaging volunteers, staff and others in the fundraising process, coaching them, supporting them, and helping them discover their inner fundraiser and tell their story.
- **Project Management:** You enjoy project managing, setting ambitious goals, and driving people towards those goals. You have successfully managed projects from inception to completion.

- **Communication:** You are a skilled communicator, both in writing and verbally, and able to inspire diverse audiences.
- **Systems and power analysis:** You approach your work through a social justice lens and are committed to the need for greater equity and inclusion in the philanthropic sector. You understand that racial equity, organizational change, and supporting a woman of color CEO in philanthropy require self-directed ongoing learning, reflection, and exploration of your own historic and societal power, and you have existing practices to help you in this work.

Your Core Attributes

- **Strategic:** You are a strategic thinker and collaborator, adept at receiving input from many sources, asking thoughtful questions, guiding others through a strategy, and forming a well-organized plan.
- **Resourceful:** You are a resourceful leader who is prepared to meet ambitious goals on a lean budget. You have a resolve-to-solve attitude and bring forward ideas proactively.
- **Flexible:** You are flexible and adaptable, excited by the opportunity to work virtually and in a network setting with multiple affiliates or locations. You enjoy a collegial, team environment but can manage your work effectively in a remote setting. You are emotionally mature with a good sense of humor and the flexibility and sensitivity to work with diverse personalities and situations.
- **Equity and Justice Practitioner:** You have personal or professional experience with, understanding of, and can articulate effectively what it means to be part of a historically impacted group and how this relates to philanthropy, power dynamics, and systems change. You are eager to be an agent for change and use your personal power to advance more equitable systems.
- **Learning Mindset:** You are hungry to learn and grow both for your own professional development and in service to understanding the experiences of others. You enjoy a culture of continuous feedback and are willing to share your learning edges.
- **Community and Network Oriented:** You bring a community engagement lens to your work, figuring out many different ways for people to participate and grow their connection to the organization. You are excited to travel and build a global network of support for SVPI. You enjoy network theory and/or have experience participating in a networked organization model.
- **Hands-on:** You are a systems and implementation person who also proactively brings forward new ideas and ways to achieve big goals. You are a hard worker with a high energy level, willing to work hands-on in a variety of development activities. You are innovative, self-motivated, able to manage multiple projects well, working both independently and as a team member.

Requirements

- A minimum of 7 years of professional experience, including at least 5 years in fund development; candidates with transferable skills and enthusiasm for the position will be considered
- A Bachelor's degree or equivalent progressively responsible experience
- Self-supportive with office technologies, e.g., MS Office, Salesforce
- Able to travel approximately 25% within and outside of the USA
- This position is primarily remote, with the opportunity to discuss a worksite arrangement at the Impact Hub if necessary for the right candidate
- This position can be based in Seattle, WA or in the surrounding Puget Sound Region. Candidates based within a three-hour drive of Seattle will also be considered. After six months, employees

are eligible for remote working flexibility, dependent on job function and manager approval, and after the first year, based on continued strong performance, may be based elsewhere in the USA with easy access to Seattle, WA.

- Valid passport required

4. Compensation and Benefits

This is a full-time exempt position that requires a willingness to work some evenings and weekends, and the ability to travel domestically and internationally as necessary, estimated under 25% of the time. The expected salary range is between \$90,000-\$105,000 depending on experience and skills.

Compensation includes a generous benefits package including health, dental, and vision insurance, 15 days of paid vacation and 14 paid holidays, and eligibility to participate in SVPI's retirement plan.

5. Commitment to Equity

SVPI believes that having a Board, Staff, and Partner base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the SVP community thrive. SVPI is an equal opportunity employer that embraces diversity and does not discriminate in employment on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability.

We strongly encourage applications from people of color, immigrants, women, people with disabilities, members of the LGBT community and other underrepresented and historically marginalized groups.

6. Application Instructions

Please submit a cover letter and resume to development@svpi.org. In your cover letter, please address these two questions, in addition to sharing any other ways that your experience aligns with this opportunity: (1) How has your experience prepared you to lead a development operation during a time of organizational change? (2) Why does SVPI's mission resonate with you?

Consideration of candidates will begin immediately and continue until the position is filled. Applications received by August 15th will be given priority.

7. About SVPI

Social Venture Partners (SVP) is the world's largest global network of engaged philanthropists and social innovators. It connects 43 affiliates in 8 countries, creating a combined network of more than 3,400 donor partners that have collectively invested more than \$70 million in 900 nonprofits.

At its core, SVP fosters collaborative solutions to critical social challenges. Partners collaborate with each other and community partners – through grants, consulting, coaching, and collective action – to address root cause issues facing their communities. Each SVP affiliate invests in their local community, but is connected to the global movement led by SVP International (SVPI). Together, we envision a world where the people closest to – and impacted by – problems in our communities have the power and resources to develop and implement solutions.

SVPI serves as a hub for information, guidance, and connection. In service to this vision, SVPI connects and amplifies the collective impact of the SVP network. It is an organized platform in which partners and affiliates share ideas, emerging practices and extensive resources to help each other have greater

impact. In addition, SVPI acts as a thought leader for the global network and the philanthropic sector, promoting and fostering the movement of SVP's and philanthropy in general toward more power-sharing, justice and equity.

SVPI operates as an independent nonprofit with a staff team of 5 and an annual budget of approximately \$1 million. Affiliates pay dues to SVPI which make up about 35% of its revenue. The remainder comes from individual contributions, foundation grants, and sponsorships. Our staff work mostly virtually, with a few in-person meetings per week in our shared office at the Impact Hub in downtown Seattle, a co-working space located in Pioneer Square.