

JOB OPPORTUNITY

Director of Development

Friends of the Chicago River



Summary: Friends of the Chicago River is seeking an experienced and enthusiastic fundraising professional to serve as director of development for our award-winning environmental organization.

Position Overview: The director of development leads Friends of the Chicago Rivers' fundraising efforts, including revenue development from foundation, corporate, government, and individual sources. S/he provides strategic direction as well as day-to-day-oversight of all fundraising and earned income activities. S/he also handles numerous implementation aspects of Friends' development priorities. The director of development works in close partnership with and is in under the supervision of the executive director.

As the only organization exclusively dedicated to restoring the Chicago River, Friends seeks an individual who is committed to the environment and views the river as an important part of the history, culture, and future of the Chicago region.

Key Responsibilities

- Develop and manage a comprehensive development program to secure, renew, and increase support including grants, sponsorships, major gifts, planned giving, direct mail, e-solicitation, events, and committee solicitations from individuals, corporations, foundations and government sources as well as an array of in-kind donations and pro-bono services
- Identify, research, and target new private corporate and foundation funding sources as well as individuals with the potential for and capacity to give larger-level support (\$1,500+)
- Direct all aspects of planning and implementation for the Big Fish Ball, Friends' annual gala
- Inspire a climate for meaningful board and committee participation in development activities by clearly communicating expectations, involving them beyond information-based communication, and creating opportunities to enhance their impact on Friends' fundraising efforts
- Manage and supervise development staff and interns
- Serve as a member of the Friends' senior management team, playing a key role in strategic plan development, monitoring, and implementation; development, review, and revisions to organizational policies and procedures; and new management initiatives
- Recruit, select, train, supervise, and contribute to the professional advancement of development department staff
- Develop and monitor annual organizational income goals
- Manage annual fund, gala, major gifts and endowment budgets
- Track results and report monthly progress toward goals to a variety of stakeholders

Qualifications

The position requires a seasoned development professional who has the experience and vision to maximize both current funding relationships and new opportunities for support for a medium sized environmental organization. This includes eight or more years of fundraising experience, with at least five years in a senior management position and a background in managing events; collaborating with volunteers, board members, and donors; and familiarity with the local philanthropic community. S/he must also have the development and broader management skills (e.g., finance, human resources, communications) to balance Friends' ongoing fundraising needs and resources while positioning the organization for optimum fiscal stability and income growth.

Other requirements include:

- Proven track record of achieving fundraising goals
- Demonstrated ability to work on several projects concurrently while achieving deadlines and results in a fast paced environment
- Excellent oral and written communication skills
- Outstanding analytical skills
- Strong computer skills, including database fluency
- Organized, flexible, and self-directed individual who is willing and able to pitch in with both high-level strategies and less glamorous details of event- and operations-specific implementation.
- Willingness to serve with alacrity

Compensation and benefits: Competitive salary commensurate with qualifications and experience. Insurance, time off, and other benefits. Terrific team of colleagues.

To Apply: Send a cover letter, resume, and references to:

EMAIL

jobs@chicagoriver.org

Subject: Development Director

MAIL

Meg Sutter, Office Manager
Friends of the Chicago River
411 S. Wells, Suite 800
Chicago, IL 60607

No telephone calls, please.

Background: Since 1979, Friends of the Chicago River has worked to create a greener, more accessible, and better cared for river. Our acclaimed programs include education and outreach programs that foster awareness, involvement, and a stewardship ethic; public policy and planning efforts that have a systemic, long-term impact on the river's health; and on-the-ground projects that physically improve the Chicago River.

Friends is supported by over 6,000 members, volunteers, and online advocates. Our work is lead by a staff of 13 as well as approximately 400 core volunteers who assist Friends throughout the year.

Friends of the Chicago River is an equal opportunity employer.

Posted: October 1, 2015