



## Position Opening

# Development Director

**Salary:** \$50,000-60,000

**Status:** Full-Time, Exempt

**Reports to:** Executive Director

**Positions Reporting to this Position:** None

**Location:** Atlanta, Georgia

## Description

Since re-launching in 2018, Georgia Conservation Voters has been working to establish our presence as a leader at the intersection of conservation policy and politics here in our state. Our mission is to advocate for public policies that advance a more just and sustainable future, campaign for candidates who will make climate and environmental justice a priority, and hold elected officials accountable for their actions and votes. The Georgia Conservation Voters Education Fund (GCVEF) mobilizes Georgians to advance climate and environmental justice through voting, advocacy, and other forms of civic engagement.

We are looking to hire a Full-Time Development Director reporting to the Executive Director. The Development Director will participate in all aspects of the organization's individual and grant fundraising and membership development work. This is a top-level leadership role, responsible for growing our budget. The qualified candidate is passionate about environmental and climate justice, has a strong work ethic, and enjoys interacting with the people. The Director of Development should understand that they aren't just raising money for us; they're raising money for exciting, winning, high-impact campaigns around the state of Georgia--and then seeing the fruits of those campaigns in every election cycle. The Development & Outreach Coordinator will be expected to adapt to the challenges and opportunities that arise within our growing organization.

# Responsibilities

- Participate at the highest level of organizational strategy and goal-setting
- Develop and execute GCV's multi-channel development program, to ensure a long-term, recurring, diversified funding base
- Innovate creative solutions or alternatives to existing organizational roadblocks
- Build and manage a team of staff and consultants to support fundraising efforts
- In partnership with the Executive Director, identify, develop, and cultivate major gifts prospects – both individual and institutional -- and develop and execute closing and stewardship strategies
- Work collaboratively across GCV's team to leverage different departments and staff members as-needed in front of prospective funders
- Build and develop board capacity and goal-setting to drive fundraising impact.
- Enhance and maintain the development database (EveryAction) and produce accurate reports and dashboards to track progress against goals.
- Generate fundraising letters and execute mail appeals
- Organize and support fundraising programs and events
- Research, write and administer grants
- Create content for social media that will attract donors
- Coordinate development of interpretive signage and brochures as needed for events and donor meetings

# Qualifications

- Infectious enthusiasm for GCV's mission.
- Deep development experience in the non-profit or political sector; fundraising experience for progressive candidates or for 501c4 entity strongly preferred.
- Track record of identifying, cultivating, and soliciting significant individual and institutional donors.
- Exceptional communication skills, both written and verbal, with the ability to develop and deliver successful presentations to engage key stakeholders.

- Confident around decision makers with money, and be ready to explain how GCV is helping them achieve their goals
- Comfortable and proficient with marketing and promotion strategies and skills
- Experience liaising with a Board of Directors to drive fundraising.
- Strong time-management skills and ability to work efficiently and effectively in a deadline-driven environment
- Collaborative, low-ego, “all hands on deck” orientation around getting work done
- Proficient in Google Suite and social media

## Compensation

Salary is commensurate with similarly situated nonprofit advocacy organizations and will depend upon experience and qualifications.

Georgia Conservation Voters provides paid vacation and sick leave, health and dental insurance, and a 401(k) retirement plan. GCV also supports a healthy work-life balance by supporting flexible working practices.

## To Apply

Submit your cover letter and resume using the application found at [gcvoters.org/careers](https://gcvoters.org/careers) by Friday, February 12, 2021. No phone calls, please.

GCV is an equal opportunity / fair chance employer committed to a just, equitable, and inclusive workplace. We encourage applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status or record of arrest or conviction. We encourage applicants with disabilities who may need accommodations in the application process to contact: [jobs@gaconservationvoters.org](mailto:jobs@gaconservationvoters.org)