POSITION: Development Director

REPORTS TO: Chief External Affairs Officer (CEAO)

AGENCY SUMMARY:

Child Care Resources (CCR) has been at the forefront of the early learning landscape for 30 years ensuring that all children have equitable access to safe, engaging, and positive early learning experiences that promote school readiness and lifetime success. With a staff of 110 and a budget of $13 million (89% publicly funded), CCR provides a broad array of services for families and child care providers so that they in turn can support the development and well-being of our children.

OPPORTUNITY:

The Development Director will be responsible for Child Care Resources philanthropy and fundraising efforts, ensuring the integration of these efforts and aligning their overall direction for maximum impact; promoting high quality childcare programs; reflecting our commitment to anti-racism, equity, and inclusion; and organizational strategy.

The ideal candidate for this position will have a deep passion for social justice, anti-racism, and equity for all children, relationship-building skills, and strengths in cultural relevance, problem solving, and engaging community in CCR’s work. The individual will have a history of engaging with donors and building connections for investment to achieve ambitious outcomes. Additionally, successful candidates will bring experience closing significant negotiations/solicitations on behalf of an organization. They will be energized by building relationships and enlisting supporters for CCR’s mission.

The Development Director will work in a team of four: Chief External Affairs Officer, Communications Manager and Development Coordinator.

They serve as a member of the Directors/Executive team providing key revenue perspective and participating in program decisions at the executive level.

The Development Director is a member of the agency leadership teams and reports directly to CEO.

NATURE, SCOPE AND RESPONSIBILITIES:

- Work in partnership with the Chief External Affairs Officer to support continuous evolution of the CCR culture of philanthropy with a focus on community building, aligning fundraising and program staff and strategy, and engaging Board and leadership in development activities.
Recommend changes to current and new revenue and fundraising opportunities that maximize funding opportunities for CCR across individual, corporate and sponsorship, grants, and other revenue opportunities.

Resource Development

- Develop and manage identification, cultivation, solicitation, and stewardship strategies for individual donors and prospects.
- Drive overall growth in the donor portfolio including new donor acquisition in all areas.
- Practice best-in-class stewardship of donors in portfolio to increase gift size, secure multi-year gifts, and maximize retention. Work in partnership with the CEO and CEAO as needed to align engagement.
- Serve as a primary point of contact for institutional giving (foundation and corporate grants, corporate sponsorships of events, and workplace giving activities).
- Research and build a planned giving program for CCR.
- Oversee external relationship with contract grant writer and research activities.
- Build and maintain annual grants calendar to leverage existing, new and emerging grant opportunities.

Data Management

- Develop and maintain a thorough and accurate understanding of CCR’s programs and funding priorities to effectively connect supporters to funding needs.
- Utilize and update donor database by recording activities, contacts, and strategies on an ongoing basis consistent with CCR’s reporting requirements. Provide monthly and quarterly updates to reflect progress against goals and prepare presentations for use with CCR’s board and committees.

KNOWLEDGE, SKILLS AND ABILITIES:

- 5+ years of direct fundraising and/or resource development experience in a nonprofit setting.
- Experience across all major fundraising sources: Grants, Individual Giving, Events, Government Funding, Corporate, Foundations, etc.
- Experience soliciting major gifts and managing stewardship and continued engagement for donors.
- Demonstrated understanding of community-centric fundraising practices and ability to align anti-racism values with the strategy and execution of development activities.
- Strong background in use of donor management and engagement systems. Ability to build reporting capability and dashboards that demonstrate progress and opportunities.
- A demonstrated commitment to diversity and inclusion; valuing diverse perspectives and encouraging contributions by all team members.
- Experience inspiring and influencing non-profit boards.
- Strong public speaking and presentation skills.
- Politically astute and tactful; attentive to the perspectives and competing interests of various internal and external stakeholders.
CANDIDATE CORE LEADERSHIP COMPETENCIES:

Decision Making

- Regularly identifies critical internal or external data needed to inform decision-making;
- Makes needed decisions in a timely manner even when information is limited or ambiguous;
- Honors and publicly champions agency and team decisions, even when having a dissenting view;
- Proactively seeks input from team and other related stakeholders;
- Considers both the long-term strategic direction and short-term outcomes of decisions; and
- Draws upon data, best practices, or specific job expertise to make timely decisions.

Develops and Motivates Others

- Reinforces strengths, promoting confidence and progressive growth;
- Evaluates staff’s needs and engages equitable approaches to motivate and develop individual team members;
- Analyzes staff’s level of proficiency in work performance and cultivate relationships that results; in individualized development opportunities that challenge and encourage staff;
- Uses a range of tools and tactics to help staff of varying abilities grow; and
- Utilizes reflective practice to support staff in assessing their own thoughts and actions for the purpose of personal learning and development.

Continuous improvement Minded

- Generates creative or innovative solutions—typically within program/ department;
- Challenges status quo in an intentional manner;
- Able to generate excitement about new possibilities;
- Suggests and implements solutions based upon evidence and best practice; and
- Weighs limitations like resources and staff when considering visionary ideas.

COMPENSATION:

FLSA Status: Exempt
This is a full-time salaried position requiring a willingness to work some evenings and weekends. The expected salary range is between $81,107 - $95,420/yr., depending on qualifications and experience.
**BENEFITS:**

CCR’s benefit package includes employer-paid top tier medical, dental and vision insurance plans for employees, 21 days of PTO per year in addition to 9 paid holidays and week-long office closure at year-end, flexible work environment, employer-paid life insurance, short-term disability/illness leave accrual, and 401k with 3% employer match.

CCR is an equal opportunity employer and we value diversity among our staff. We strongly encourage people of color, immigrants and refugees, people from the LGBTQ community, people with disabilities, and people from other historically marginalized groups to apply.

**HOW TO APPLY:**

Please email cover letter, resume, and four professional references (2 of which must be current or prior supervisors) to hr@childcare.org.

To learn more about Child Care Resources, please visit [www.childcare.org](http://www.childcare.org)