



Development Director Position Description

*“The health of our youth depends on getting youth into nature.
The health of nature depends on getting youth outside.”*

THE OPPORTUNITY

Youth Outside imagines a world where all youth have equitable access to the life-changing benefits of meaningful outdoor experiences. We are the only organization providing grantmaking, capacity-building, and training to ensure all Bay Area youth have the opportunity to live healthy lives and become future champions of our planet.

Since 2013, our award-winning training and grant-making programs have reached nearly 20,000 Bay Area youth and outdoor educators from San Rafael to Gilroy. In 2017, the Association for Fundraising Professionals awarded us Most Outstanding Nonprofit in our budget category, and our grantee Mira Manickam, Executive Director of Brown Girls Surf, was named a Toyota Everyday Hero. We are seeking a highly motivated Development Director to work alongside our visionary CEO as we double our fundraising budget by 2020 and bring our innovative program model to even more partner agencies. The new Development Director will work alongside the CEO to increase our presence in the Bay Area, and focus on several new donor initiatives. We’re looking for demonstrated passion in creating and growing lasting donor partnerships, an entrepreneurial spirit, and most of all, a commitment to our urgent and vital mission.

Reporting directly to the CEO, working closely with the Board of Directors, a team of five staff members, and a growing network of program alumni, the new Development Director will build and lead our annual fundraising efforts, supervise a Development Associate, actively engage Board members, and create and sustain donor partnerships with individual, corporate, and foundation supporters to advance our mission. The new Development Director will also support the execution and evaluation of Youth Outside’s strategic priorities in relation to fundraising.

KEY RESPONSIBILITIES

Working closely with the CEO and Board of Directors, the Development Director will:

- Create and manage the annual fundraising budget, including creating and implementing an effective strategy and structure for raising funds across multiple revenue streams

- Build and manage a pipeline of new foundation prospects and major donor prospects, and support the CEO in cultivating and soliciting donors through campaigns and customized strategies that meet or exceed quarterly/annual revenue targets and development metrics
- Manage development operations, including metrics such as pipelines and gift charts
- Manage foundation proposal research, writing, editing, submission, and stewardship
- Serve as staff representative to the Board Development Committee, providing all materials and support necessary for the committee to undertake fundraising activities
- Collaborate with staff in writing and disseminating fundraising communications
- Manage donor cultivation events, in partnership with Board, staff, and volunteers
- Supervise and motivate the Development Associate and fundraising consultants

OUR TEAM

You will join a collaborative team of self-motivated leaders who value equity, cultural relevancy, and inclusion as building blocks for effective work. We rely on creativity, flexibility, listening, critical thinking, and humor to bring out the best in each other and our training participants. As we pursue our vision of a world where all youth have equitable access to meaningful outdoor opportunities, we meet our communities where they are.

QUALIFICATIONS

Our ideal candidate brings the following qualifications, competencies, and values:

- Demonstrated commitment to advancing social and environmental justice
- Strong personal interest in and appreciation of the outdoor education field and environmental activities, including an understanding of the positive benefits of nature-based activities
- Ambitious, well-rounded fundraiser with four plus years of increasing fundraising responsibility, ideally at a growing organization
- Enthusiasm for strategic, donor-centered fundraising
- Self-motivated leader who inspires those around them
- Success in foundation fundraising experience, including persuasive writing skills and thorough research skills
- Strong oral communication skills and public speaking ability
- Strategic thinker willing to contribute to conversations about organizational growth
- Eager to cultivate major donor relationships as well as support the CEO with donor asks
- Comfort with technology, data sets, and fundraising databases (eTapestry preferred)
- Ability to travel throughout the Bay Area, including a valid driver's license
- Commitment to problem-solving through empathy, listening, and creativity
- Willingness to try new things, such as participating in quarterly team-building activities
- Ability to analyze, investigate, and critique possible funding opportunities

- Ability to work effectively and independently on a team with limited clerical support
- Open to new ways of working with diverse organizations and potential partners
- Experience managing and executing fundraising events of various types and sizes

COMPENSATION AND BENEFITS

Generous compensation, commensurate with experience. Benefits include: generous vacation, paid health and dental premiums, a supportive team culture, and annual stipend for individual professional development activities. Opportunity to join an employer-sponsored retirement plan.

ATTRACTING CANDIDATES FROM ALL BACKGROUNDS

Youth Outside is an equal opportunity employer and values diversity among its applicant pool as well as within its staff. We strongly encourage people from all backgrounds to apply for open positions. Most importantly, no matter their background, the person selected for this position must embrace, advocate for, and deeply value equity, cultural relevancy, and inclusion.

TO APPLY

Please send a cover letter, resume, and a 1-2 page writing sample to:

Kim Moore Bailey, CEO
Youth Outside
Kim@youthoutside.org
www.youthoutside.org