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JOB ANNOUNCEMENT

Resource Development Director

The Grassroots Institute for Fundraising Training (GIFT) is a multiracial organization that promotes the connection between fundraising, social justice and movement building. We believe that how groups are funded is as important to achieving their goals as how the money is spent, and that building community support is central to long term social change. We provide analysis, training, and resources to strengthen organizations, with an emphasis on those focused on social justice and based in communities of color. We also publish the bimonthly magazine *Grassroots Fundraising Journal* and host *Money for Our Movements: A Social Justice Fundraising Conference*.

We are seeking a full-time staff person to join our team of five staff, working in partnership with our larger constituency of board members, program participants, customers, donors, partner organizations, contractors, volunteers, and trainers. **The resource development director is a new position that will provide overall leadership for revenue generation activities, including the development and implementation of the annual fundraising, marketing, and earned income plans.**

We have a small office with a casual but hard-working environment. This is a great opportunity for an experienced fundraiser who wants to contribute to the leadership of a social justice organization. This position is also a lot of fun, with frequent interaction with organizations, trainers, and fundraisers from around the country.

Job Responsibilities Include:

- Contributing to the organization's vision and helping create a sustainable and healthy organizational culture
- Provide overall leadership for revenue generation activities. Oversee the development and implementation of annual fundraising, marketing, and earned income plans
- Actively seeking new revenue sources, including expanding the donor and customer base
- Developing and maintaining positive relationships with donors, customers, and funders
- Identifying opportunities for board and other volunteer involvement in revenue generation, including building and maintaining relationships with key funders

- Monitoring grants and contracts, assuring that agreements are properly fulfilled and deadlines met (responsibilities shared with other staff)
- Establishing, maintaining, and enforcing administrative and programmatic policies and procedures as they relate to resource development
- Maintaining a working knowledge of significant developments and trends in the fields of fundraising, philanthropy, and social justice movement building
- Co-creating an organizational culture that embraces good work, transparency, team building, shared decision-making, laughter, and celebration
- Identifying skilled social justice activists and fundraisers to join GIFT as trainers, interns, writers for the *Grassroots Fundraising Journal*, and board members.
- Participating in staff meetings and board meetings
- Shared administrative duties

Desired Qualifications:

- Committed to the political goals of GIFT and the intersections of fundraising and movement building
- At least two years of grassroots and institutional fundraising experience
- Organized, detail-oriented, and able to manage several projects at once
- Strong verbal and written communication skills
- Able to problem-solve, handle conflict, hold others accountable, practice direct communication, and support others to do the same
- Able to work independently and as part of a team
- Able to take initiative and develop new processes
- Some familiarity with GIFT and its programs is preferred
- Bilingual in Spanish/English is a plus

This is a full-time position in our office in Oakland. Salary is \$43,000 to \$48,000 depending on experience, plus health and dental benefits and generous paid time off. Occasional work in the evening and on weekends, occasional travel.

Please apply by August 31st. Applications are reviewed on a rolling basis and we encourage you to apply early. **Email a cover letter, resume, and three references to jobs@grassrootsfundraising.org.**

People of color are strongly encouraged to apply. GIFT is an EOE and queer-friendly employer.

Note: GIFT's national conference, Money for Our Movements 2012: A Social Justice Fundraising Conference, is happening August 10-11 in Oakland, \$250 per person. If you are interested in attending, please register by July 31st. It is an opportunity to meet the staff and board and to gain a better understanding of GIFT and its community. It is in no way required and attendance will not be a deciding factor in hiring.