



For economic and racial justice

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Position Title: Director of Development
Reports to: Vice President of Development
Location: Chicago, IL, or remote

The Shriver Center on Poverty Law fights for racial and economic justice. We litigate, shape local policy, and train and convene multi-state networks of lawyers, community leaders, and activists to advance opportunity for all — not just the few. Over nearly 60 years, we have secured hundreds of law and policy victories with and for people experiencing economic instability in Illinois and across the country.

Our country is rife with laws and policies that systematically disadvantage certain groups while advantaging others based on their race, gender, and other facets of their identities. We believe laws and policies — and the institutions that apply them — should be designed to support people. Together, we're turning this idea into reality.

We are building a future where all people, families, and future generations have equal dignity, respect, and power under the law. Join the fight at povertylaw.org.

Position Summary: The Director of Development will support our mission by providing strategic direction for all fundraising initiatives to secure annual, major, and planned gifts; special events; and grants to increase the Shriver Center's philanthropic revenue. The Director will manage a diverse portfolio of donors and secure philanthropic support to meet the organization's priorities by engaging, cultivating, soliciting, and stewarding current and prospective donors. This person will work in close partnership with the Vice President of Development to build and execute the department's objectives while managing and building a strong and efficient team.

This is an opportunity for a proven, tenacious, and values-driven nonprofit professional with experience tracking metrics, managing donor pipelines, and leading a highly motivated team committed to working collaboratively in pursuit of big goals.

Responsibilities:

Fundraising (70%)

- **Strategy development:** Produce and deliver an annual fundraising plan to reach financial objectives, including long-term goals and multiple short-term projects with clear timelines, responsibilities, and accountabilities.
- **Annual planning:** Work with the Vice President of Development to establish both annual and multi-year fundraising goals.

- Strategic relationship cultivation: Oversee all portfolio management and prospecting for key stakeholders, including individuals, corporations, foundations, and other entities.
- Event leadership: Lead staff in executing annual fundraising events, including but not limited to, our Poverty Summit, Annual Gala, and donor engagement events.
- Measure success: Assess results and drive growth. Create and report metrics for financial benchmarks across all fundraising activities, using results to adapt strategy throughout the year.
- Database knowledge: Develop and actively manage the donor database, with the team, to ensure the integrity of donor information, timely gift processing, functional report preparation, strategic data use, and accuracy of information.

Leadership & Management (30%)

- Build and lead a high-impact, collaborative team. Lead with clear strategic direction, defined goals and objectives, key performance indicators, and standard operating procedures.
- Provide coaching and supervision to staff and volunteers, investing in the development of both individual and team performance.
- Continually evaluate the team and activities to ensure ongoing effectiveness and impact of the organization's development and engagement efforts.
- Collaborate closely with leadership across the organization to ensure alignment of work across teams.
- Other duties as assigned.

Qualifications:

- A demonstrated commitment to social justice and ability to work across lines of difference, especially with racially and economically diverse communities.
- A minimum of seven years of fundraising experience.
- Bachelor's degree or equivalent experience.
- Excellent written and oral communication skills that are effective with a diverse range of audiences.
- Adherence to the highest ethical standards; possesses an empathetic disposition and perseverance, an optimistic attitude, and proven sensitivity to donor needs.
- Action-oriented self-starter who works well independently and collaboratively.
- Excellent interpersonal skills and success with initiating and building relationships with prospective donors.
- A highly organized strategic thinker with hands-on experience and proven ability to multitask.
- History of poise and professionalism under pressure and track record with meeting deadlines.
- Willingness to travel as necessary to engage and solicit prospects, as well as attend weekend and evening donor functions.
- Strong Mac and PC skills with proficiency in Microsoft Word, PowerPoint, Excel, Teams, and Raiser's Edge or a similar customer relationship management (CRM) database.
- Preference for design experience, particularly with Canva.

- Availability to work evening events as needed.

This list of qualifications describes those of our ideal candidate. We recognize that these qualifications can be gained through education, work experience, and/or lived experience, and that no one person necessarily has all of these qualifications. We encourage all interested candidates to apply.

Salary/Benefits: This full-time exempt position offers a competitive annual salary ranging from \$107,456 – \$125,000 and a comprehensive benefits package that includes health, dental, vision, life, and disability insurance; generous paid leave; flexible work schedules; pre-tax flexible spending accounts; pre-tax commuter benefits; and a 401(k) plan. To maintain internal and external pay equity, the annual salary offered to our chosen candidate is non-negotiable and commensurate with experience.

Opening/Closing Date: Open immediately; closed when filled. Applications are accepted on a rolling basis.

Applications: Send a cover letter and resume to erinkabwe@povertylaw.org and hr@povertylaw.org.

At the Shriver Center on Poverty Law, we know that a richly diverse mix of professionals makes organizations more effective. As such, we make demographic and experiential diversity a hallmark and priority of all our work.