

advokids

Date: July 22, 2016
Position: Director of Development
Status: Full time position
Reports to: Executive Director
Hours: 35 hours, Monday-Friday general business and program hours, and occasional weekends

About Advokids:

Founded in 1993, Advokids' mission is protecting the right of every foster child in California to safety, security and a permanent home. Using the existing legislative mandates and backed by the strong psychological data that underscores every child's need for socio-emotional and developmental health and timely permanence, the co-founders set out to hold the foster care system accountable for the well-being of the children entrusted to its care.

Advokids offers a suite of complementary programs and services to anyone seeking to advocate on behalf of a foster child in California. Our programs are designed to facilitate better health and well-being outcomes for California foster youth and include:

- **Advokids' Child Welfare Law Information Hotline:** We offer the only free telephone hotline in the state, providing child welfare legal information for anyone concerned about a child in foster care in California.
- **Advokids' Attorney Consultation Line:** Advokids staffs a dedicated telephone hotline for child welfare attorneys to assist them with identifying persuasive legal arguments and strategies for promoting the child's best interests.
- **Advokids' Child Welfare Legal Resources Website:** We provide a comprehensive, easy-to-navigate, and regularly updated website, providing essential information about California foster children, juvenile dependency law, the child welfare system, and early childhood mental health.
- **Advokids' Statewide Child Legal Trainings and Conferences:** Advokids offers legal trainings for attorneys, social workers, mental health professionals, CASA volunteers, and caregivers across the state.
- **Advokids' Statewide Child Welfare Policy and Reform Efforts:** Advokids' telephone hotline and legal trainings inform our impact litigation, legislative proposals, and policy work.
- **Advokids' Appellate and Amicus Project:** Advokids' staff attorneys and our partner pro bono attorneys prepare appellate briefs or amicus curiae briefs in selected cases where we have identified a question of law, the resolution of which is critical to protecting the health, safety or well-being of foster children in California. Appeals and amicus briefs serve as powerful catalysts for systemic change.



Position Description:

Advokids is seeking an experienced, dynamic Director of Development to lead our Development department. As we implement our Development program expansion, we're looking for a professional leader with a stellar fundraising track record on both the institutional and individual giving side.

Budget Responsibilities: The Director of Development is responsible for securing a minimum \$400,000 in 2016-17 to cover the organization's operations. In addition, Advokids has adopted an ambitious Strategic Development Plan that outlines an aggressive growth strategy to grow the organization's budget significantly by 2019.

Fundraising Expertise: In terms of our institutional giving strategy, we want to solidify and expand our existing relationships with foundations, while developing a pipeline of new corporate partnerships. In addition, we're looking to oversee a regional expansion into Southern California.

On the individual giving front, we're seeking a seasoned leader who understands Major Gifts cultivation and best practices, including an ambitious Board Recruitment campaign. For annual fund giving, a new strategic approach to boost fundraising is imperative. We welcome new ideas and a background in managing direct mail houses and creating innovative digital marketing campaigns.

In terms of fundraising events, 2016-2107 is the organization's 25-year anniversary and we'd like to launch a major event initiative to commemorate our long-standing commitment to California's foster children and to honor our partners.

Team Building: The first year, the Director of Development will be expected to manage all areas of development with part-time assistance from a Database Administrator. As the operating budget increases, the Director of Development will be able to build a team of development associates and consultants in the areas of major gifts, corporate sponsorships, direct mail, and communications.

With the chance to build a new team and a hearty appetite for asset growth, this is a rare opportunity for an individual to spearhead a new growth plan for an expanding organization. We are seeking a candidate of the highest level of professionalism, leadership and experience to take the reins and creating lasting change for Advokids.

Primary Duties:

Director of Development responsibilities include working with Executive Leadership and the Board of Governors to meet Advokids' annual revenue goals through—but not limited to—the following activities:

- Own Advokids' annual operating budget of \$600,000 for 2016-2017.

advokids

- Cultivate, grow, solicit, and steward a portfolio of institutional donors and prospects.
- Cultivate, grow, solicit, and steward a portfolio of major gifts and annual fund donors.
- Create and implement proven fundraising strategies.
- Maintain and steward a foundation grants calendar.
- Oversee the management of the donor prospect list for the State of California.
- Liaise with the Board of Directors, including managing sub-committees, making Board presentations and attending Executive team meetings.
- Prepare development department budgets.
- Manage a team of external consultants.
- Provide general support for all fundraising efforts within the Development Department as needed.

Qualifications: The successful candidate will have the following qualifications:

- Strong commitment to the mission, vision, values, and programs of Advokids and the ability to convey that information
- Minimum bachelor's degree
- Minimum of 5-8 years professional experience in fundraising for a nonprofit organization
- Experience leading the planning and implementation of institutional donor cultivation including setting goals, implementing strategies, and delivering results
- Demonstrated track record of securing increased financial support from individual donors at all levels
- Knowledge of the corporate arena and understanding of corporate sponsorship activities
- Successful background writing foundation grants and fundraising proposals
- Ability to mine and use research and analytics creatively
- Strong analytical skills and demonstrated strategic thinking
- Excellent organizational and managerial skills
- Excellent communication skills, both oral and written
- Proven ability to exercise good and independent judgment and to act tactfully
- A strong track record of working collaboratively with an enthusiastic and committed team
- Willingness and ability to travel to donor meetings/events as needed
- Excellent attention to detail

Compensation:

This is a full-time professional management position. Salary commensurate with experience. Four weeks' paid time off is offered in addition to ten paid holidays. No other benefits are provided.

To Apply:

Send a cover letter, resume and salary requirements to Erin Michelson, Advokids Development Consultant at emichelson@gmail.com with the title Director of Development in the subject line. Submissions without cover letters or salary requirements will not be considered. NO PHONE CALLS PLEASE.