



Director of Development

About the Position

We are looking for an experienced and highly motivated and collegial professional to lead our Development team as we take our donor engagement to the next level. New Horizons is looking to increase our annual revenue by 50% in two years, and this position will be ideal for a strategic development practitioner with a clear strategy to expand donor relations, grow a major donor program, execute a legacy plan, and increase engagement from organizations, corporations, and churches. Applicants, with a demonstrated ability to develop and drive strategic development have an opportunity to help address youth and young adult homelessness in powerful ways.

New Horizons recognizes that Racial Inequity plays a central role in homelessness, and seeks to undo the impacts of these inequities within our services and organizational culture. As a part of the New Horizons' leadership team, the Director of Development must actively and thoughtfully work alongside leadership, staff, and the Youth and Young Adults we serve towards this end.

Primary Responsibilities:

- Design and execute New Horizons' development strategy in partnership with Executive Director, outlining income, sources, goals, and strategy for fundraising needs
- Develop three-year strategic giving plan with measurable outcomes
- Supervise development team, including the Volunteer and Development Manager and the Communications and Development Manager
- Develop a thorough Major Donor plan that maintains existing relationships and drives engagement of major donor prospects
- Develop and manage ongoing relationships with current and potential major donors
- Strategically build upon grants program; researching, scheduling, and executing grants
- Work closely with Executive Director to develop the Board of Director's fundraising capacity
- Support Communications Manager in the development of a yearly communications and marketing plan, as well as regularly refine organizational messaging to match organization-wide strategy
- Support Volunteer Manager in the expansion and management of the volunteer program
- Expand New Horizon's corporate, organizational, and church based giving program
- Develop and execute, in coordination with the Development Team, New Horizons Events
- In partnership with the Executive Director and Finance team, create annual budget proposal and funding plan

Required Knowledge, Skills & Abilities:

- Minimum 2 years of proven experience directing non-profit development operations
- Minimum 2 years of demonstrated ability to connect with individual donors and organizations
- Minimum 1 year of personnel management skills
- Proficiency in Microsoft Office and donor database programs

Preferred Knowledge, Skills & Abilities:

- An ability to think creatively and handle multiple tasks at once
- At least 5 years of non-profit development experience

Physical Requirements:

- Frequent computer usage
- Frequent, continual, intermittent flexing or rotation of the wrist(s), spine and body
- Regular exchange of verbal and written communication

Salary: \$60,000-\$80,000 DOE

Benefits for this role include:

- 25 Paid Time Off (PTO) days per year
- Five (5) paid holidays a year
- Fully employer-paid medical, dental, vision and life insurance for employee-only plans
- Access to a 403(b)-retirement plan with a 2% employer match
- Two (2) Employee Assistance Programs

To Apply: Please submit a cover letter and resume to careers@nhmin.org.

New Horizons is an equal opportunity employer and qualified applicants from all cultures and communities are encouraged to apply, especially people of color, members of the LGBTQIA+ community, and people with lived experience.