



**the blue bench**  
Ending sexual assault  
through prevention & care

**Job Title:** Development Director

**Status:** Full-Time Exempt

**Reports To:** Executive Director

**Job Summary:** The Development Director's role is to create strategy that will drive the overall fundraising and communications activities of The Blue Bench. This will be an external-facing role that is responsible for major gift procurement and corporate relationship building. This position is a new position within the current structure and will serve as part of the leadership team, working closely with and reporting to the Executive Director. This position will provide oversight to the Development Team including the Development Manager, Communications Manager, part-time Database Coordinator and contracted Grant Writer. The Development Director must be able to think strategically and practically to implement a comprehensive and results-oriented development plan that includes traditional and innovative strategies.

**Qualifications, Knowledge, Skills, and Abilities:**

- Deep appreciation of The Blue Bench's mission to end sexual assault and the willingness/ability to articulate its values and vision internally and externally.
- A Bachelor's degree and 5 or more years of development and fundraising experience.
- Proven track record of fundraising success, particularly in securing major gifts, building donor relationships with corporations and engaging a community of motivated supporters.
- Excellent managerial skills including at least 5 years of previous experience managing development staff.
- Demonstrated ability to collaborate with staff with a "hands-on" orientation to the workplace and supervision.
- Working knowledge of development practices, fundraising tools and technology, including donor database (Bloomerang), email and online campaigns and donor research.
- Strong written and oral communications skills.
- Ability to balance multiple priorities in a complex environment.
- Attention to detail and commitment to excellence.
- Strong organizational abilities including collaboration, planning, program development and task facilitation.



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### Job Duties and Responsibilities:

- In conjunction with the Executive Director creates, develops and leads the implementation of a strategic and comprehensive fund development plan for The Blue Bench.
- Provides oversight and management of all fundraising and communications activities.
- Cultivates and maintains relationships with new and existing donors and provides stewardship to major donors including individuals, corporations and grant funders.
- Develops a long-term strategy to include the creation and implementation of a planned giving program.
- Actively identifies new sources of revenue and potential revenue streams, establishes business relationships/partnerships and makes decisions about resources necessary to support efforts.
- Works with Development Team to create and implement strategies to increase event revenues to support the organization.
- Secures event sponsorships.
- Provides oversight to the Grants Writer to ensure grant revenues are met, foundations and grantors are cultivated, and reports are submitted in a timely manner.
- Invests in the success of the Development Team through regular individual and team meetings, professional development and performance and accountability measurement.
- Implements the fund development plans in accordance with ethical fundraising principles.
- Stays up to date with emerging trends and best practices in philanthropy.

The Blue Bench is an equal opportunity employer and dedicated to a policy of non-discrimination and equal opportunity for all employees and qualified applicants. People with disabilities, people of color, Hispanic/Latinx, indigenous people, and LGBTQ candidates are encouraged to apply.

Please submit resume, cover letter and salary requirement to: [kcarter@thebluebench.org](mailto:kcarter@thebluebench.org). Resumes received by February 6, 2019 will be given first consideration.