

## Furkids

JOB TITLE:                   **DEVELOPMENT DIRECTOR**  
REPORTS TO:               **CEO**

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### POSITION SUMMARY

Furkids is the largest no-kill, cage-free animal shelter in the Southeastern U.S., saving the lives of an average 5,000 cats and dogs each year. The Development Director serves as a key leadership team member and an active participant in making strategic decisions affecting Furkids. Working with the CEO, this position is responsible for all fundraising and development activities. The successful candidate will help forge new relationships to build our organization's visibility, impact, and financial resources. The Development Director, in conjunction with the CEO, will design and implement a comprehensive plan for developing key external alliances by cultivating individual and philanthropic support.

The Development Director will work closely with the CEO to implement the infrastructure needed to grow a \$2.7M budget through the solicitation of major gifts, grants, special events, and corporate and foundation support. This position will be expected to expand and diversify Furkid's donor base/pipeline and work closely with other team members to secure funding for new initiatives. In addition, this position will work closely with the board of directors and support board members as they take on a more active fundraising role.

It is expected that the amount raised will increase in future years as the Development Director assists the CEO to systematically and effectively strengthen Furkid's overall fundraising capacity.

### DUTIES AND RESPONSIBILITIES

- **Design development strategy:** Work with CEO and Board to develop and implement a comprehensive development strategy to include corporate, foundation, government, individuals, and event revenue.
  - Research funding sources and trends, with foresight, to help position Furkids ahead of major funding and market changes or trends
  - Work with the CEO to identify funds needed, preferred funding targets, and approaches
- **Fundraising:** Conduct research, prospecting, and application to multiple donor sources
  - Work with CEO on development and execution of all proposals; write and archive all proposals with a long-term relationship-management approach
  - Manage capital campaigns, engaging and overseeing staff, board members, and volunteers as necessary
  - Monitor and report regularly on the progress of all development initiatives
  - Solicit and cultivate existing and new donors
- **Build a robust donor base:** Develop and maintain key long-term relationships with donors and prospects
  - Monitor all donor information; provide and present statistical analysis to board and senior leaders
  - Develop and implement a stewardship program aimed at cultivating deeper ties with donors
  - Increase donor engagement and fundraising effectiveness by maximizing use of donor database software

- **Communicate and train:** Train and mentor Furkids staff, volunteers, and Board of Directors about development goals, plans, and campaigns in order for them to support the development activities.

## QUALIFICATIONS

- **Experience:** Bachelor's degree and five plus years professional experience in a development position preferred
- **Development/Fundraising:** Proven development track record with documented results in raising funds from multiple donor revenue streams. Capital campaign experience is a plus.
  - Tangible experience in expanding and cultivating existing donors and identifying new prospects.
- **Project Leadership:** Experience in planning, leading, and managing development projects, including coordinating with peers to achieve desired outcomes, and tracking and reporting on progress to senior staff/board of directors.
- **Entrepreneurial Spirit:** Takes initiative and actively seeks to deepen current donor relationships and to forge new ones
- **Communications:** Skilled in creating powerful, compelling written and oral communications for fundraising. Ability to convey complex ideas through brief, simple materials. Experience and credibility when presenting materials to external audiences
- **Influencing:** Gets others to accept ideas by using convincing arguments, creates a win-win situation and responds appropriately to key stakeholders. Flexible and adaptable style; a leader who can positively impact both strategic and tactical fundraising initiatives
- **Collaboration:** Effective at working with others to reach common goals and objectives
- **Relationship Building:** Skilled at establishing and cultivating strong relationships with peers, across different levels of the organization and externally
- Proficient with Little Green Light and/or other donor management software
- Strong organizational and time management skills with exceptional attention to detail
- Must have a passion for animals and for Furkid's organizational mission and goals

## WORKING CONDITIONS

- The Development Director works in an office environment that is located in one of our shelters and may necessitate direct interaction with shelter animals on occasion, assisting other staff and volunteers.

This is a full-time position with some evening and weekend requirements to accommodate fundraising activities. Salary is commensurate with experience and qualifications.

To submit an application for this position, log onto [www.ourfundraisingsearch.com](http://www.ourfundraisingsearch.com) and submit your resume and cover letter. If you have application questions, please email them to [ourfundraisingsearch@gmail.com](mailto:ourfundraisingsearch@gmail.com).