DEVELOPMENT DIRECTOR

TYPE

Full-time exempt, 40 hrs/week

LOCATION

Grand Junction, Colorado

SALARY/BENEFITS

Based on experience and education, hiring range is $61,000 - $70,000. Group Health Insurance plan, 403(b)7 retirement (RiversEdge West will match 50% of employee contribution up to 15%), holiday and paid time off (vacation and sick) continuing education stipend, and employee assistance program.

APPLICATION DIRECTIONS

Please send cover letter, resume, and three references in one document via email to rlloyd@riversedgewest.org, with the title "Development Director Application 2022". Word and PDF files only. **Applications must be received by 5:00 pm June 30, 2022, for consideration.**

ABOUT RIVERSEDGE WEST

RiversEdge West (REW) is the leading nonprofit working to protect the quality and ecological integrity of riparian lands as an important means to promote the economic, social and cultural well-being of communities in the Western U.S.

POSITION DESCRIPTION

REW is seeking a creative and outgoing leader to join their high functioning team making positive impacts on rivers in Colorado and the greater Western U.S. The candidate must be collaborative in nature and possess strong written and verbal skills, as well as broad knowledge of fundraising in a non-profit setting. The Development Director position will manage the planning and implementation of strategies to procure funding resources that support REW's strategic and operational goals. The Development Director will have demonstrated knowledge, skills and ability to research, and acquire funding in a natural resources and environmental education context.

PRIMARY RESPONSIBILITIES

Reporting to and in partnership with the Executive Director, the Development Director (DD) will help develop and implement funding resources for both operations and programs.

Responsibilities to include:

- Cultivate and sustain relationships with a wide variety of constituencies including current and potential donors, foundations and government sources, local businesses and community partners
- Development of philanthropic funding resources (e.g. individuals, foundations and corporations)
- Implementation and continued development of REW's non-restricted fundraising efforts through grant writing
- Support to ED, Associate Director and other staff in development of program specific fundraising efforts through grant writing
- Development and execution of community fundraising events
- Work with ED to support the Board of Directors collective fundraising efforts
- Manage REW's CRM database for fundraising efforts
- Help develop and implement REW's outreach/marketing plans as appropriate for development function in accordance with strategic plan

QUALIFICATIONS

- Bachelor's degree required, with 5 years minimum applied work experience in development field
- Advanced knowledge of fund development theories, principles, and procedures
- Demonstrated ability and experience in grant writing, corporate and individual fundraising and planned giving
- Demonstrated ability to form relationships with donors, granting organizations, and other partners
- Ability to plan and execute special events
- Computer skills (Word, Excel, Publisher, PowerPoint, CRM, etc.)
- Marketing/outreach experience (as it relates to development function)
- Strong written and verbal communication skills
- Commitment to a high standard of ethics and maintaining a high level of confidentiality with donor, grantor and volunteer information.

SPECIAL JOB REQUIREMENTS

- Dependable car and valid driver's license, registration, and insurance for travel throughout Colorado and other western states
- Ability to work a flexible schedule, including evenings and weekends as needed; ability to travel

EDUCATION

Undergraduate degree from an accredited university or college is required. REW is open to a range of educational backgrounds such as non-profit management, business or related field.

For more information, contact Rusty Lloyd via email at rlloyd@riversedgewest.org or by phone at (970) 256-7400.

Photo by Tom Till Photography