



LAW. POLICY. STRATEGY.

Forward Justice
Development Director
Durham, NC



Background

Forward Justice is a nonpartisan law, policy, and strategy center dedicated to advancing racial, social, and economic justice in the U.S. South. We serve as a strategic partner for nonprofit organizations, coalitions, and networks at the forefront of movements organizing for a more just, equitable, and free South. Our work catalyzes tangible success for movements and expands democratic opportunities for people affected by injustice. For more information visit our website at www.forwardjustice.org.

Forward Justice is at an exciting juncture and is seeking to grow its organizational capacity. Forward Justice is seeking a full-time Development Director to plan, lead and implement overall fundraising and development strategies that raise \$3.5 million+ annually. Their portfolio will focus primarily on foundation/grant funding, major- and mid-level donors, planned giving, and Board fundraising – while partnering with and supervising our Development Manager who has complementary portfolio in other individual giving, events and sponsorships, and the annual report.

Position

The Development Director will report to the Co-Directors and, serve as a strategic leader and a member of the executive leadership team.

The Development Director collaborates with Forward Justice’s leadership team and leads a team to set and achieve annual and long-range fundraising goals, build strong relationships with fundraising partners, and measure progress throughout the year to ensure success. The Development Director collaborates with all departments to support funding needs & priorities, and manages the Development Team and outside consultants to ensure consistent storytelling, goals, and relationships with supporters. An ideal candidate will possess proven senior management experience and success in supporting the development of a solid infrastructure for a non-profit, be motivated by seeking and building pathways to new financial resources, including institutional funders, have a proven track record in institutional fundraising and working with high net-wealth individual donors. This supervisory position reports to the Co-Directors and manages staff and relationships with various vendors, including consultants, accountants, donor advisors, high net-wealth individual donors, and foundation teams.

Responsibilities

Leadership

- In partnership with the co-EDs and founding directors,
 - identify, cultivate, solicit, and steward foundation donors
 - develop proposals and grant applications to foundations that meet donor guidelines and specifications
 - provide timely reports and financial tracking of grants

- Develop and execute a major gift donor acquisition and cultivation plan.
- Act as a liaison between staff and Co-Executive Director pertaining to the annual campaign and fundraising events.
- Participate actively in leadership team meetings to strategize and position the organization for the future.
- Help lead and support Forward Justice's focus on team culture and communications.
- Co-create values-forward messaging and communications that centers the voices of Indigenous peoples and communities.
- Prepare Board and team activities, reports, and meeting agendas.

Development and Communications

- Develop and oversee implementation of the fundraising plan in consultation with the Co-Directors and Development team.
- Collaborate with the Forward Justice leadership team to coordinate baseline annual fundraising targets with organizational strategic objectives and budget.
- Oversee the Development team, including consultants and vendors.
- Oversee all grant management including deadlines, strategy, proposal writing, reviews, and reporting requirements.
- Lead consistent creation of compelling copy, including grants, proposals, reports, acknowledgment letters, emails, and other materials.
- Lead the Development team to generate effective fundraising-related outreach to supporters, including but not limited to funder updates, donor acknowledgments, and consistent cultivation of partnerships.
- Delegate and oversee creation of donor-related materials including appeals, stewardship communication, and meeting packets.
- Produce board reports and presentations.
- Create reports to analyze data and determine the effectiveness of our fundraising programs.

Management

- Coach, supervise, and evaluate the Development team, ensuring staff have the tools needed to accomplish their jobs.
- Provide guidance to staff and track performance against the fundraising plan.
- Communicate regularly with the Development team to strategize about the status of stewardship, prospecting, proposals, and appeals; evaluate areas needing focus and growth.
- Contribute approximately 10% of time to collaborative opportunities across the organization.
- Explore new ideas through professional growth opportunities.

Experience, Attributes and or Education

- Demonstrated appreciation of the mission and work of Forward Justice.
- Demonstrated ability to think strategically with a thorough understanding of strategic development.
- Experience in management and design of fundraising programs, including donor solicitation strategy, proposal management, communications, donor selection and appreciation, and special events.
- Ability to build and sustain authentic relationships with diverse constituencies with integrity, warmth, and humor.
- Experience identifying cultivating, engaging, and stewarding existing and new donors to grow support for the mission.
- Communicate effectively via public speaking and interpersonal communication.
- Must be self-motivated, results-oriented, and able to set priorities and work on numerous projects simultaneously.
- High energy, positive "can-do" attitude, curiosity, flexibility, teamwork, and attention to detail; high degree of initiative.

Qualifications

- Bachelor's degree from an accredited institution and at least five years of fundraising experience for a nonprofit organization or equivalent experience.
- 5+ years fundraising experience, including demonstrated experience building and cultivating at least a \$2.0m portfolio raising funds from individuals and institutions.
- Proven experience designing, implementing, and exceeding fundraising goals, quarterly plans, and other fundraising systems.
- A strong communicator with excellent written and verbal communication skills.
- Organized, resourceful, flexible individual with strong time management skills and an ability to work independently and collaboratively on tight deadlines.
- Exceptional attention to detail.
- Comfort working in highly collaborative teams, managing laterally, up, and working across departments.
- Technologically proficient, including knowledge of Salesforce, and or other similar fundraising platforms

Salary

\$92K-\$115K based on experience.

Benefits Include

- Medical, dental, and vision insurance with 100% employee premium coverage
- 100% employer sponsored Short & Long Term Disability
- 100% employer sponsored Life Insurance
- 11 paid holidays + 2.5 week office closure at year-end
- 15 days paid time off per year
- 401(k) retirement option with employer contribution
- Individual and team professional development opportunities
- Casual, flexible work environment with a commitment to employee wellbeing and work/life balance, currently operating as hybrid in-person/remote

This is a full-time, exempt position based in the Triangle Area with competitive salary and benefits based on experience. Forward Justice is an affirmative action, equal opportunity employer. We welcome and encourage applications from those who will enhance our staff diversity. Women, people of color, directly-impacted, queer, trans folks, and individuals with disabilities are strongly encouraged to apply.

To apply for this position, please click [HERE](#).

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