



Director of Development

WHAT WE OFFER

- Energetic team driven by a mission to advance good
- Award-winning, entrepreneurial nonprofit with a collaborative culture
- Generous PTO policy
 - Paid vacation time
 - Office closed for 18 additional paid days off in 2024 (holidays and one three-day weekend per month)
- Convenient location and peaceful, supportive office environment
- Professional development opportunities
- Ability to make a real, lasting difference in children's and families' lives

PRIMARY OBJECTIVE

Festa, formerly Serving Our Neighbors Ministries, connects neighbors to build relationships that end poverty—in this generation. We partner with children and families facing poverty – prioritizing immigrants/New Americans, and many reside in suburbs. The **Director of Development** is a senior leadership position responsible for advancing Festa's mission by creating and executing a comprehensive fundraising strategy. This includes individual giving, major donor cultivation, grants management, corporate partnerships, and fundraising events. As a key external face of the organization, the Director will build and sustain strong donor relationships, increase contributed revenue, and foster a culture of philanthropy among staff, board, and volunteers.

The ideal candidate is a strategic, faith-aligned, relationship-driven professional with a strong background in nonprofit fundraising, excellent communication skills, and a deep commitment to equitable human services work.

This is a full-time, salaried position.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Fundraising Strategy & Leadership

- Lead the design, implementation, and evaluation of a comprehensive annual fundraising plan aligned with Festa's mission and strategic priorities.
- Expand and manage a balanced portfolio of revenue streams, including individual giving, major gifts, monthly donors, corporate sponsorships, faith-based support, and foundation grants.
- Collaborate with the Executive Director to develop multi-year fundraising strategies and donor pipeline development.



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Major Gifts & Donor Cultivation

- Build, nurture, and steward relationships with major donors and prospects through one-on-one meetings, events, and personalized engagement plans.
- Develop and manage a portfolio of 50–100 major donors and prospects, moving them through the donor cycle.
- Prepare compelling donor proposals, stewardship reports, and campaign materials.

Grants Management

- Oversee the grant lifecycle in partnership with contract grant writer(s), including prospecting, proposal development, submission, reporting, and stewardship.
- Ensure accurate tracking, compliance, and timely fulfillment of grant deliverables and deadlines.

Events & Campaigns

- Oversee annual International Festa-val, ensuring growth in attendance, engagement, and revenue.
- Develop and execute seasonal and year-end giving campaigns across multiple channels.

Board & Volunteer Engagement

- With the Executive Director, engage the Board of Directors in fundraising and philanthropy, including launching and leading a Development or Fundraising Committee.
- Train and support board and staff members in donor engagement best practices.
- Recruit and lead volunteers for fundraising events and special initiatives.

Systems & Data

- Fully utilize the donor database to manage gift processing, reporting, and donor stewardship activities.
- Analyze fundraising data to inform strategy, monitor progress, and refine approaches.
- Ensure donor records are accurate, confidential, and up-to-date.



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Organizational Leadership & Culture

- Serve as a thought partner to the Executive Director and contribute to organizational strategy and growth.
- Embody and model Festa's faith-based, inclusive mission in all donor and community interactions.
- Champion a culture of gratitude, stewardship, and impact storytelling across the organization.

DECISION-MAKING

This role requires strategic vision, initiative, and the ability to independently lead complex development initiatives. The Director must possess strong interpersonal judgment, an understanding of donor motivations, and the ability to align fundraising efforts with organizational goals. Confidentiality, professionalism, and spiritual integrity are essential.

QUALIFICATIONS AND EXPERIENCE

- Must have a high school diploma. Prefer higher education in related field: Fundraising, Nonprofit Management, Communications, Business etc.
- 7+ years of fundraising & development experience in the nonprofit sector, including major gifts and grant oversight.
- Proof of self starter experience.
- Proven track record of meeting or exceeding fundraising goals.
- Strong knowledge of fundraising best practices, donor cultivation strategies, and grant management.
- Experience leading fundraising events and campaigns that engage diverse stakeholders.
- Ability to think strategically and execute methodically with attention to detail.
- Exceptional verbal and written communication skills; public speaking experience preferred.
- Proficient in fundraising software (ie. Bloomerang or similar tools) and Microsoft Office Suite. Able to use project management software (Basecamp or similar tools) and familiarity with Google Suite preferred.
- Demonstrated ability to work independently and collaboratively in a fast-paced environment.
- Passion for social justice, community engagement, and faith-based service.
- Willingness to work occasional evenings and weekends; reliable transportation required.



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WORK ENVIRONMENT:

This position operates in an in-person office environment with in-person meetings, events, and donor visits required. The role requires occasional travel within the region. Business casual attire is standard; professional attire is expected when representing the organization externally.

APPLICATION PROCESS

Please complete an application that can be found on our website at:

<https://www.wearefesta.org/careers>

Position requires satisfactory completion of a background check. Festa is an equal opportunity employer.