

Position Summary: The Director of Development will lead fundraising strategies to support the organization's strategic plan and annual fundraising goals to grow revenue significantly beyond its current \$2.3M annual budget.

As a member of the senior leadership team, the Director of Development is responsible for planning, organizing, and directing all the organization's fundraising initiatives, including the annual fund, major gifts program, planned giving, special events, and capital campaigns.

The ideal candidate will be a confident, collaborative, hands-on, and results-oriented leader who can articulate clear and compelling cases for support to ensure the growth and vitality of Habitat. They will have a passion for affordable housing and enjoy meeting face-to-face with donors to share this exciting work to solicit, close, and steward their financial support.

About Habitat for Humanity: Habitat for Humanity of Douglas County was established in 1997 and is a nonprofit Christian housing ministry committed to creating homeownership opportunities for low-to-moderate-income families. We also partner with existing homeowners to renovate their homes. With our help, Habitat homeowners achieve the strength, stability and independence they need to build a better life for themselves and their families.

Reports to: Executive Director

Reporting Relationships: The Director of Development has one direct report: Community Engagement Manager.

Position Type: Full-time, Exempt

Key Responsibilities:

Fundraising Strategy & Execution

- Create and execute a fundraising plan to achieve annual fundraising goals to support the organization's strategic plan.
- Cultivate new sources of revenue by strategically expanding the existing donor base.
- Seek grant opportunities and oversee the grants program.
- Develop and maintain an annual development calendar.
- Collaborate with Executive Director on the preparation of annual operating plans and long-term financial strategy to support strategic activities.
- Demonstrate curiosity about prospects and donors, asking insightful questions to understand motivations for substantial giving and adapt engagement strategies as needed.
- Utilize data analysis to inform fundraising strategies and decision-making.

Board & Volunteer Engagement

- Serve as the primary liaison to the Board Development Committee, facilitating communication, strategy, and collaboration to support fundraising goals.
- Collaborate with Board members and fundraising volunteers to develop strategies, plans, and materials to support their efforts to cultivate, solicit, and provide stewardship to prospects/donors.
- Create and offer a variety of ongoing board and volunteer fundraising engagement opportunities.

Marketing & Communication

- Clearly articulate Habitat's story, mission, impact, and goals while collaboratively creating communication strategies, ensuring consistent messaging to donors, prospects, and the general public.
- Utilize compelling content and marketing materials to enhance donor engagement and promote key fundraising events, organizational activities, and impact.

Leadership

- Provide direction, motivation, and support to a small development team, fostering a positive, collaborative work environment that drives results.
- Set clear goals and expectations, promoting accountability within the team to achieve fundraising targets and uphold the organization's mission and values.
- Lead by example in demonstrating a commitment to the organization's mission, serving as an inspiring and effective ambassador for the organization internally and externally.
- Support professional growth and development opportunities within the team, encouraging best practices and continuous learning.

Professional Development & Innovation

- Stay current on best practices and trends in nonprofit fundraising and development, implementing new ideas and strategies as appropriate.

QUALIFICATIONS & EXPERIENCE

While candidates can come from a range of backgrounds, the ideal candidate for the Director of Development role exhibits many of the following attributes and experiences described below, but need not possess them all for consideration:

- 3+ years of fundraising experience, with a proven track record of success in securing five-figure gifts and building donor relationships.
- Proven experience developing and expanding comprehensive fundraising initiatives, especially in major, annual, corporate, and foundation giving, with a track record of achieving annual goals of \$1M+.
- Remarkable ability to create a culture of philanthropy and engage Board members and staff in fundraising efforts through trust and sustained engagement.
- Strong track record of cultivating relationships and successfully closing major gifts from individual donors, foundations, and corporations.
- Excellent written and verbal communication skills, with the ability to convey ideas clearly and persuasively.
- Superior storytelling and presentation skills with the ability to effectively communicate with diverse audiences, including donors, Board members, and senior leadership.
- Demonstrated proficiency in using data and metrics to develop a strong donor pipeline and guide sustainable fundraising strategies.
- Exceptional interpersonal skills, with a diplomatic, positive, and inclusive approach in interactions and negotiations across all levels of stakeholders, including underrepresented communities.
- Robust understanding of business practices, financial principles, and the ethical and legal considerations in charitable giving.
- Demonstrates servant leadership with a collaborative, engaging, and motivational communication style aligned with Habitat for Humanity's values.

COMPENSATION & BENEFITS

The annual salary for this position starts at \$70,000 and will be determined based on the candidate's experience and qualifications. Comprehensive benefits package includes three weeks Paid Time Off, volunteer time off, holidays, retirement plan with employer matching contribution, flexible work schedule, insurance for: health, dental, vision, life and disability, support for ongoing professional development, and paid leave for mission travel with Habitat.

To Apply:

Please submit a cover letter, resume, and references to careers@hfhdouglascounty.org. This position will remain open until filled. First review of applications will be on October 1, 2025.

All candidates must complete and pass a background check prior to employment. Habitat for Humanity is an Equal Opportunity Employer.