

# HELP US CHANGE THE WORLD!

THE PRESIDENTIAL PRECINCT IS NOW  
HIRING A DIRECTOR OF DEVELOPMENT

The Presidential Precinct – a dynamic nonprofit organization that engages and inspires global emerging leaders to address the most pressing challenges in their countries – seeks a collaborative, thoughtful, and nimble Director of Development.

– join us!



# WE ARE THE PRESIDENTIAL PRECINCT

We come to work every day with one purpose – to equip emerging leaders in tackling the most pressing challenges around the world. We bring leaders here, to the birthplace of modern day democracy, where three U.S. founding fathers - Jefferson, Madison, and Monroe - built friendships and convened to talk about democracy, rights, and the role of citizens. **Check out this two-minute video to learn more:**





## OUR APPROACH

We make lifelong investments in emerging leaders who have bold visions to change the world.

Our physical and virtual programs provide them with new perspectives, skills, networks, and visibility as they form a powerful force for the creation of thriving, just, and free societies.

Over the past five years, over 1,100 leaders from 160 countries have participated in our life-changing leadership initiatives. These leaders are advancing positive change by providing girls with better access to education, creating economic opportunities, promoting human rights, and building transparency and good governance.





## EXPANDING OUR IMPACT

Since our founding in 2012, our team has raised \$4.5 million through generous support from corporations, foundations, and individuals. More than 85% of this investment has directly funded programs and leaders we support.

The Director of Development (DOD) leads the strategic direction and implementation of a high-level fundraising program to achieve sustainable growth for the Precinct, soon to celebrate its 10th anniversary in 2022.

As the organization's primary development professional, the DOD collaborates closely to leverage the competencies of four colleagues in carrying out fundraising activities across multiple revenue streams. Primary funding sources for the Precinct under the DOD's management include annual and leadership giving along with institutional and corporate foundation giving. The DOD receives support, in a shared staff capacity, for administrative responsibilities such as gift tracking, recording, and acknowledgement.



The DOD is a senior staff member who collaborates consistently with the Executive Director, staff, and organizational leadership to jointly ensure the financial health and success of the organization. The Precinct's commitment to diversity, equity, and inclusion organization-wide will support the success of this role in unison with a range of voices at the decision-making table.



## PRIMARY RESPONSIBILITIES

The position requires the ability to work independently, under the general direction of the Executive Director, while meeting timelines and priorities. Activities under management include, but are not limited to:

- Develop and lead implementation of an annual work plan that achieves set fundraising objectives, across revenue sources, tied to the Precinct's strategic plan (created every three years and updated on an annual basis), to include the following components: annual and leadership giving; corporate and institutional support for Precinct signature programs and general operations; prospect pipeline development across revenue sources; board and leadership development; special events; stewardship activities and donor acknowledgement
- Serve as a front-line fundraiser responsible for the identification, cultivation, and stewardship of a national and growing international portfolio of donors and prospects
- Lead grant management activities to include research, strategic outreach, and development of proposal submissions to national and international corporate and institutional foundations; as well as fulfillment and reporting requirements
- Leverage engagement of Board members in all aspects of Precinct's development program to include annual and leadership giving and expanded support for signature initiatives through their relationships and networks
- Develop ongoing themed solicitations tied to key events throughout the calendar year for print and online distribution to annual and leadership donors and prospects
- Develop and manage multi-tiered stewardship activities for donors and prospects across revenue sources throughout fiscal cycles
- Conduct research and maintain contact reports to identify, cultivate, solicit, and steward prospects
- Ensure appropriate, timely, and accurate acknowledgement of all individual, corporate, foundation, and government contributions; including adherence to sponsorship requirements and other recognition agreements
- Staff the Executive Director, Board Chair, and trustees as needed to support all advancement programming, to include briefings, talking points, and correspondence as needed
- Other duties as assigned

## QUALIFICATIONS

- Bachelor's degree required
- Proven track record of five or more years of fundraising experience
- Excellent written and oral communication skills
- Strong and positive interpersonal skills
- Ability to interface and build connections with senior executives and leaders at major multi-national corporations and foundations
- Strong organizational and administrative skills demonstrated by the ability to handle simultaneous tasks; detail-oriented with high level of accuracy
- Strong knowledge of philanthropy, fundraising techniques, and the nonprofit world, especially as related to foundations, corporations, and government agencies
- Physical requirements: 8+ hours of sitting, walking, talking, and listening; able to lift up to 25 lbs.
- Proficiency with eTapestry, Wealth Analytics, or similar fundraising database preferred

## TO APPLY

To apply, please send a cover letter and resume via email to Neal Piper, Executive Director, at [npiper@presidentialprecinct.org](mailto:npiper@presidentialprecinct.org). Review of applications will begin immediately. The position will remain open until filled.

The annual salary will range from \$70-100k, commensurate with experience.

The Presidential Precinct is an Equal Opportunity Employer. For more information, please visit our website at [www.presidentialprecinct.org](http://www.presidentialprecinct.org).

We look forward to hearing from you!

