



Development Director

Full-time, Exempt Position with Benefits
Monday – Friday, office hours 7 a.m. to 3 p.m.
Position open until filled

Mission Statement: In an environment of welcome, hospitality, safety, and cleanliness we seek to provide an oasis for homeless men, women and children seeking survival services.

Are you looking for meaningful and rewarding work in Sacramento? Then join our team at Loaves and Fishes! We play a critical role on the frontlines of addressing homelessness in the area and are seeking a full time Development Director to further those goals.

The Development Director reports to the Executive Director and is responsible for planning, organizing, evaluating, and directing all Loaves & Fishes' fundraising and marketing activities. You ensure all fundraising activities represent and communicate the values and mission of Loaves & Fishes to donors and the public. You will oversee a small staff and collaborate with other Program Directors to further the mission and vision of the organization. Our ideal candidate will be a motivated learner with boundless energy and a can-do attitude.

If you share our vision of helping the homeless with care and compassion, we invite you to join our team!

Responsibilities:

Direct and supervise all fundraising and marketing activities/strategies including but not limited to fundraising events, identifying donors, major gifts, planned giving, grant writing/research

- Coordinate/write monthly appeals; work with established distribution vendors (printer, mail house, USPS, etc)
- Manage distribution of monthly and year end donor thank you letters/receipts
- Research, identify and cultivate present and new donors as well as maintain positive donor relations
- Effectively manage and work with donor database as well as Loaves & Fishes website
- Coordinate capital campaigns as needed
- Make public appearances/accept speaking engagements on behalf of Loaves & Fishes
- Coordinate yearly events including Big Day of Giving, Giving Tuesday and more
- Coordinate media presence on campus in connection with special events, advocacy etc.
- Build the planned giving program with a focus on deferred gifts such as bequest expectancies
- Develop a major gifts program including identification, cultivation, and solicitation of major donors
- Supervise and collaborate with other development staff
- Perform all other facets of fundraising duties as required



Qualifications:

- Bachelor's Degree in related field and 3+ years' experience in non-profit development and fundraising or equivalent combination of work experience and education
- Demonstrate a commitment to Loaves & Fishes mission and philosophy
- Experience working at a non-profit
- Desire to work with and on behalf of people experiencing homelessness
- Excellent written and oral communication skills
- Motivated learner: Professional, collaborative and organized
- Successful experience in the field of fundraising and development
- Experience with Neon database and website management preferred

Loaves & Fishes neither solicits nor accepts government funds.

Loaves and Fishes is an Equal Opportunity Employer, and we encourage applicants who reflect the diversity of California.

Starting Salary: \$70,000/annually

Please submit your resume, a cover letter, and a grant writing sample to tracyb@consulthrservices.com