



Date: May 15, 2023

Job Title: Director of Development

Classification: Full time, salaried.

Salary: \$75,000 to \$80,000 commensurate with experience

Location: Hybrid/Seattle SODO

Backpack Brigade partners with local communities to provide weekend hunger bags to school kids in need. We ensure every child is fed all weekend long. Started in 2014, Backpack Brigade addresses weekend food insecurity in our local schools. We are the largest agency focused solely on this work. Every week of the school year, Backpack Brigade serves 3,500 students in four school districts (Seattle, Bellevue, Highline and Renton) comprising of 86 K-12 schools.

JOB DESCRIPTION:

Backpack Brigade has an exciting opportunity for a full-time Director of Development to lead and scale our fundraising efforts and donor strategy. With an organizational operating budget of \$1.2MM annually and a minimum \$1MM annual fundraising goal, this role is vital to the organization and requires a well-connected and experienced leader to further leverage our volunteer network, establish and guide committees and work with the large Board of Directors and small staff.

Come join our team of enthusiastic and mission-driven staff and volunteers as we work to eradicate weekend hunger for our community's most under-resourced kids.

RESPONSIBILITIES:

- Create, plan and execute all fundraising campaigns and activities.
- Work with the Executive Director and the Board to develop, implement and evaluate annual development plans.
- Support comprehensive campaign activities and integrate efforts with the organization's daily fundraising activities and goals.



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- Oversee the planning, execution and follow-up with committees and other stakeholders for event-based fundraising.
 - Develop donor cultivation and solicitation strategies, with a particular focus on major gifts.
 - Identify, engage, and steward prospective, new and existing donors.
 - Develop and implement the organization's marketing and fundraising communication strategies and create solicitation materials as needed.
 - Serve as a liaison between working committees and the Backpack Brigade Board around fundraising activities, goals, and outcomes.
 - Develop and implement donor management programs. Track, thank, and cultivate all existing and new donors.
 - Manage the development budget and revenue-production programs.

Desired Skills and Qualifications

- Reporting to the Executive Director and working in alignment with the Backpack Brigade Board, the ideal candidate will have 10+ years of experience successfully creating, planning, leading and executing non-profit fundraising in King County.
- Self-starter adept at multitasking. Proven ability to self-organize, prioritize and manage demands.
- Strong project management and people skills including proven track record of successful team management.
- Proven major gift solicitation skills and comfortable making the ask to help the organization get to the next level.
- Able to represent Backpack Brigade and our mission in a professional and positive manner.



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- Strong written and verbal communication skills, including active listening and presentation skills, with the ability to articulate the mission in a compelling manner in both individual and group settings.
 - Experience with data analytics, data visualization and metric evaluation.
 - Experience with event-based fundraising is highly desired.

What We Offer

The anticipated salary range for the position is between \$75,000 - \$80,000 depending on experience and skills.

Backpack Brigade also offers:

- Monthly stipend for health insurance
- Generous PTO, especially during the summer months, when school is not in session
- Unlimited sick leave
- Support for professional development and training

To Apply

Please email your resume, a cover letter, and a list of three references to Backpack Brigade, Attention: Nichelle Hilton and title your email “Backpack Brigade Director of Development” to info@backpackbrigade.org

No phone calls or walk-ins please.

Backpack Brigade is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, age, veteran status, or disability.