



Development Director

Critical Exposure is looking for a full-time Development Director to join our all-star team in Washington, DC. We're seeking a candidate who is passionate about finding and directing resources to develop the leadership capacities of youth of color in D.C., so that they can work collectively to effect change around issues of injustice directly impacting their lives.

ABOUT CRITICAL EXPOSURE

Critical Exposure is a local D.C. organization that supports youth of color ages 14-21 to organize campaigns to effect change around issues of educational injustice. Youth use visual storytelling, particularly photography, as a tool to document the issues directly impacting their lives and to strengthen their campaigns. Through our in-school and afterschool programs and partnerships with community organizations, we're developing a new generation of civic leaders who possess:

- The tools to express themselves;
- The creativity to imagine new solutions to old problems;
- The belief that youth have the right and ability to fight for those solutions; and
- The skills to hold communities and public officials accountable.

Since 2004, Critical Exposure has trained more than 2,400 D.C. youth of color to be agents of change who harness the power of storytelling. Youth have used their images and narratives to fix inadequate school facilities, build a new school library, and work to end the school-to-prison-pipeline. Through our training and support, **85%** of participants believe youth working together can make changes in their schools and communities. In order for long-term, structural change to take place, we believe those impacted directly by issues must lead the fight for solutions. CE does not provide social services or advocate on behalf of youth.

POSITION OVERVIEW

This position is a member of the Critical Exposure leadership team, along with the Executive Director and Program Director, and will be responsible for managing and/or implementing all fundraising and communications activities.

Grounded in social justice, this position is both strategic and tactical, as it is responsible for developing, managing, and executing Critical Exposure's annual development plan and overseeing our communications plan. The ideal candidate has a clear grasp of all core components of development, including: individual contributions and stewardship, annual and online giving campaigns, corporate partnerships/funding, special events, and grantwriting. This role requires experience managing development and communications operations, ranging from CRM management to budget-building to gift-processing.

QUALITIES OF SUCCESSFUL CANDIDATES

The ideal candidate is eager to grow the resources and support for a grassroots organization with a budget under \$1 million to achieve the goals of developing: youth power & agency; photography & storytelling skills; and youth-led organizing. This individual is excited to deepen connections with current donors and engage new ones, is eager to implement a development plan, and enjoys managing and collaborating with staff, consultants, and volunteers. The ideal candidate communicates effectively across all platforms, cares a lot about the details that make the difference between good and great, and possesses:

- Passion for developing D.C. youth of color to be community leaders fighting for education equity;
- Strong ethical standards and belief in the importance of working at the intersection of fundraising, social justice, and movement-building;
- Commitment to undoing internalized, interpersonal, and institutionalized oppression;
- Belief in the power of photography and the arts to serve as effective organizing tools; and,
- Passion for infusing laughter, creativity, and play into social justice work and life.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Organizational Management, Leadership and Development Strategy (ongoing)

- Participate in overall management of the organization as a leadership team member
- Contribute positively to organizational culture and reflect Critical Exposure values
- Actively engage in Critical Exposure programs to truly understand the work, and to build relationships with youth leaders to incorporate them meaningfully in our development and communications work
- Manage and update existing annual development and donor stewardship plans
- Proactively identify fundraising gaps and provide ongoing leadership to generate new leads

Fundraising and Donor Relations (45%)

- Partner with Executive Director to identify, cultivate and solicit individual donors for major gifts
- Manage and support relationship with external grantwriting team, focusing on strategy, and providing guidance as they identify, evaluate, and pursue existing and new private foundations and government grant opportunities
- Manage and develop existing initiatives, events and campaigns focused on targeting new donors and stewarding existing donors
- Identify and pursue corporate sponsorship opportunities
- Coordinate and oversee moves and task management for all open funding opportunities
- Cultivate relationships with Board of Directors and support them in identifying and tailoring their best development contributions to Critical Exposure

Planning and Tracking (15%)

- Establish and monitor annual and long-term revenue goals and budgets
- Participate in strategic planning for Critical Exposure to ensure development plans align with and are in service of evolving organizational goals and programmatic outcomes
- Provide strategic direction for all fundraising campaigns and initiatives
- Maintain all donor and prospect information utilizing EveryAction (the CRM system)
- Design and update a regular progress-to-goal report for the ED and Board
- Supervise and manage staff with gift-processing and data entry, and ensure all systems are accurate and up-to-date

Communications (15%)

- Update annual communications plan/calendar to support development goals and elevate CE's presence in the community via both electronic communications and physical marketing opportunities
- Supervise, direct and edit all designs and written materials

Fundraising Event Management (15%)

- Work with leadership team to determine best strategic mix of annual events to support program and organizational goals, including cultivation and stewardship events
- Lead full staff through conceptualization, planning and execution of all aspects of fall fundraising event
- Work with staff to plan and execute spring photo exhibit and lead all development and revenue components including sponsorship, major donor solicitation, and connected cultivation opportunities
- Create and execute pre-and post-event constituent communications plans for fall and spring events

Staff Supervision (10%)

- Manage full-time Communications Coordinator including supervision, training and coaching
- Conduct weekly one-on-one check-in meetings
- Conduct bi-annual performance review

KNOWLEDGE, SKILLS & ABILITIES (REQUIRED)

- Strong ability to communicate and respectfully engage stakeholders of all levels, from the young people we work with on a daily basis to top level donors and executives

- Intersectional social justice analysis and understanding of campaign/movement-building strategies
- Masterful project management skills and obsession with tying up all loose ends
- Proven ability to prioritize and meet multiple deadlines efficiently and excellently
- Excellent working knowledge of donor database CRMs
- Team-oriented and ready to lend a helping hand no matter the task
- Ability to enhance storytelling with visual images, data, and direct quotes

WORK EXPERIENCE

- At least 4 years of experience working in nonprofit development
- At least 2 years of communications and/or grassroots marketing experience
- Experience in leadership and supervisory roles

OTHER QUALIFICATIONS AND ATTRIBUTES

- Experience with organizations focused on youth organizing, civic engagement, and positive youth development
- Proactive in recognizing needs and opportunities and taking initiative to work toward solutions
- Excited to propose fresh ideas without prompting by leadership, open to feedback on those ideas, and persistent enough to bring them to life
- Demonstrated warmth and good humor
- Flexibility, creativity, and the ability to thrive in a collaborative, evolving environment
- Outgoing personality
- Reliable, with strong follow-through
- Possess valid Driver's license
- Availability to work some evenings and weekends in support of Critical Exposure programs and events

TO APPLY

Candidates should send (1) resume, (2) cover letter with salary range expectations and available start date, and (3) a writing sample to hiring@criticalexposure.org with "Development Director application" in the subject line.

People of color and D.C. natives are strongly encouraged to apply.

The above statements are intended to describe the general nature and level of work to be performed by the individual assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Management reserves the right to modify, add, or remove duties as necessary. Minimal heavy lifting and no strenuous activity required, reasonable accommodations may be made to enable individuals with disabilities to perform essential functions of this position. Critical Exposure is an equal opportunity employer.