



DEVELOPMENT DIRECTOR

Applications are considered on a rolling basis

POSITION OVERVIEW

CE is seeking a Development Director who can bring imagination and vision to mission-aligned ways of resourcing the organization. This position is a member of Critical Exposure's leadership team and will be responsible for developing, managing, and executing Critical Exposure's annual development plan.

The Development Director will bring familiarity with social justice principles, youth and/or community organizing, an understanding of the DC funding landscape, and the unique nature of resourcing movement-building. The ideal candidate is familiar with various fundraising strategies, such as individual contributions and stewardship, grant writing and foundation relations, campaigns, corporate partnerships/funding, special events, and in-kind donations. This role requires experience managing development and communications operations related to fundraising, ranging from CRM management to budget-building to gift processing. The Development Director advises our grant management team. This position does not currently supervise any staff.

This position is based in the DC metro area and entails remote and in-person work. Currently, our staff is working remotely a majority of the time due to the COVID-19 pandemic. At this time, we expect the Development Director to work in the office at least once a week. We are committed to a responsible return to in-person work, and our programs have now returned to 100% in-person work.

QUALITIES OF A SUCCESSFUL CANDIDATE

The ideal candidate is eager to grow the resources and support for a grassroots organization with a budget of ~\$850k - \$1 million to achieve the goals of developing: youth power & agency; photography & storytelling skills; and youth-led organizing. This individual is excited to cultivate strong team relationships, deepen connections with current donors and engage new ones, implement a development plan, and expand a sense of what's possible for resourcing young Black and Latinx youth organizing for social change in DC. The ideal candidate possesses:

- Passion for developing DC youth 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,
- Love for infusing laughter, creativity, and play into social justice work and life.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Organizational Management, Leadership, and Development Strategy

- Participate in the 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 work
- Manage and update existing annual development and donor stewardship plans
- Proactively identify fundraising gaps, analyze grant and gift history to inform strategy, and provide ongoing leadership to generate new leads
- Participate in strategic planning for Critical Exposure to ensure development plans align with and are in service of evolving organizational goals and programmatic outcomes

Fundraising and Donor Relations

- Partner with Executive Director to identify, cultivate, and solicit individual donors for major gifts
- Advise grant-writing team, providing guidance as they identify, evaluate, and pursue existing and new grant opportunities (primarily private foundations, with some government grant funding)
- Manage and develop existing initiatives, events, and campaigns focused on targeting new donors and stewarding existing donors
- Determine the best strategic mix of fundraising events to support program and organizational goals, including strategies for cultivation, stewardship, and engagement
- Cultivate relationships with the Board of Directors and support them in identifying and tailoring their best development contributions to Critical Exposure
- Assess mission-aligned corporate sponsorship opportunities

Planning and Tracking

- Establish and monitor annual and long-term revenue goals and budgets, with regular progress reports for the team and Board
- Provide strategic direction for all fundraising campaigns and initiatives
- Track gifts/grants, send acknowledgment letters, and maintain all donor and prospect information utilizing EveryAction (the CRM system)
- Maintain all necessary paperwork and documentation for grant applications and reports, including applicable public funding

KNOWLEDGE, SKILLS, AND ABILITIES

- 4-7 years of experience working in nonprofit development, either with a ~\$1 million organizational budget or experience growing a budget (if under \$1 million)
- Intersectional social justice analysis and understanding of campaign/movement-building strategies
- Strong writer and communicator
 - Ability to communicate and respectfully engage a wide range of stakeholders, from the young people centered in our work to donors and foundation executives
 - Ability to describe CE's work in a way that's accessible to different audiences
 - Brings a creative approach to storytelling (e.g., enhance storytelling with visuals, quotes, etc.)



- Highly skilled in collaborative project management - invested in inclusive processes across staff and program participants, with a proven ability to prioritize and meet multiple deadlines efficiently and excellently
- Excellent working knowledge of donor database CRMs and grant-tracking practices
- Prior supervision experience is a plus, but not required

OTHER QUALIFICATIONS AND ATTRIBUTES

- Experience with organizations focused on youth organizing, civic engagement, and positive youth development; experience describing movement-based work to different funding audiences
- Proactive in recognizing needs and opportunities and taking initiative to work toward solutions, while still bringing mission-centered integrity to tough decisions about pursuing funding
- Self-aware, self-reflective, and demonstrates warmth and good humor; shows up with empathy, curiosity, and enthusiasm in collegial relationships and work with program participants
- Flexibility and eagerness to work in a collaborative environment on a small, growing team
- Availability to work some evenings and weekends in support of Critical Exposure programs and events (~2-3x per month for organizational events, philanthropic events/receptions, and donor meetings)
- Familiarity with the DC philanthropic community is a plus

COMPENSATION AND BENEFITS

This is a full-time, exempt position with a salary range of \$85,000 - \$90,000 annually. This salary range is based on CE's current compensation structure. CE practices putting forth our best and most competitive offer first to alleviate the pressure on candidates to negotiate up.

We offer a flexible benefits package including a stipend for health care, a retirement plan with an employer contribution, generous paid time off (including 14 days vacation, 10 days of personal leave, 10 pre-set public holidays, a two-week winter office closure, and a one-week summer office closure), up to 18 weeks of paid parental leave, and a technology stipend. We are committed to leadership development and prioritize continuing education opportunities for all staff.

To apply, please submit a cover letter and resume to hire@criticalexposure.org with "CE Development Director" in the subject line. Applications will be considered on a rolling basis.

Critical Exposure is an equal opportunity, affirmative action employer. DC natives; Black, Brown, and other people of color; women; working-class people; trans and nonbinary; queer, bisexual, lesbian, and gay people are strongly encouraged to apply. We consider applicants for all positions without regard to any legally protected status.