



Who We Are

Connections for Abused Women and their Children (CAWC) is committed to ending domestic violence. Using a self-help, empowerment approach, we provide a shelter for adults and children, counseling, advocacy, and a 24-hour hotline for people affected by domestic violence. We work for social change through education, service collaboration, and institutional advocacy.

The Role

CAWC is a 501 (c) 3 designated nonprofit organization, staffed by a team of multi-cultural staff, volunteers, interns and is governed by a Board of Directors CAWC has an annual operating budget of approximately \$2.1 million. CAWC enjoys a broad base of support from local, state, and federal government; corporations; foundations, United Way; and individuals, as well as special event revenue.

We are currently looking for our new Development Director who will lead strategy to develop, execute, evaluate and continuously improve a strategic fund development and communications plan to support the mission of CAWC and to enhance overall community awareness and support of the agency with multiple stakeholders.

This role will be a key leadership position within the organization and will work closely with senior leadership to achieve CAWC's goals

The Development Director will manage the Assistant Development Director and Development Administrative Assistant and will report to the Executive Director.

Main Responsibilities

- Lead the development, execution, and evaluation of the the agency's overall fund development strategies including, in kind, annual, special event, capital and planned giving, ensuring continuous improvement and compliance with the acceptable fundraising principles as defined by the Association of Fundraising Professionals (AFP).
- Create and execute fundraising tools that include but may not be limited to letter appeals, online giving, electronic solicitations, and personal contact requests.
- Develop, execute and evaluate the agency's overall communication plan to include press releases, agency brochures, annual reports, website design and content, newsletters, and social media outlets (Facebook and Twitter).

- Thought partner with the Executive Director to research, create and maintain strategic relationships with foundations, corporations, and individual donors.
- Research, prepare and submit funding proposal.
- Staff the Board's Fund Development Committee and Communications Committee and other committees or task forces as assigned.
- Develop, oversee and evaluate the job responsibilities of the Assistant Development Director and Development Administrative Assistant.
- Assist in the recruitment, orientation and training of Development Department volunteers and interns.
- Act as primary liaison to the agency's Associate Board's recruitment, planning and fundraising efforts.
- Oversee maintenance of timely donor acknowledgments, donor database input and reports, and electronic email listings.
- Prepare and manage annual budget for the Development Department.
- Perform special projects at the direction of the Executive Director.
- Other duties as assigned.

Qualifications

This is a high-visibility director position and the candidate must be a strategic thinker, motivated to keep current with changes in development and able to articulate a vision for the future of the agency and inspire others to implementation.

- Minimum of five years of progressively responsible experience in the development and fundraising space, including a Bachelor's degree
- Experiencing leveraging social media as part of the overall fundraising strategy
- Staff management, development and hiring experience required
- Ability to establish and maintain relationships with diverse constituencies in order to further the goals of CAWC
- Ability to comfortably and effectively interact with a diverse donor base
- Excellent written and verbal communications skills
- Strong project management skills - ability to manage multiple priorities under tight timelines
- Results oriented track record of donor stewardship
- Experience managing capital campaigns a plus

Benefits

CAWC offers its staff the ability to drive important, mission-oriented work alongside like-minded professionals as well as a comprehensive program of employee benefits, including:

- Competitive compensation dependent on level of experience

- 401K Retirement Plan, life insurance, a choice of health insurance programs, flexible spending plan, dental insurance
- All regular full-time employees are eligible for paid Leave Bank time in a given year based on their length of service. Employees in their first two years receive 22 days of paid leave time
- In addition to leave bank time, all regular full-time employees are eligible for nine paid holidays each year. CAWC does not designate holidays and therefore, employees may choose when to utilize this time off.

To Apply

Applications are being accepted immediately. Please complete this form and submit a cover letter and resume to Rachel Brady rbrady@cawc.org

Application: <https://forms.gle/rmzZ8ERDABBVZC6v8>