

Director of Philanthropy Job Description

Designed For Joy, a faith based 501c3 nonprofit organization, providing women in crisis with stability through immediate employment and support, is looking to hire a Director of Philanthropy. Designed For Joy was established in 2017, since then, our employment programs have provided more than 43,500 hours and over \$700,000 in living wages paid directly to 180 of the most vulnerable women in our community. Strong leadership, leadership with lived experiences, and a large network of community and volunteer partners have been the key to our success. Revenue has continually increased with a high of \$1,450,000 in 2024.

Overview:

The Director of Philanthropy (DoP) is a key leadership team member and an active participant in making strategic decisions affecting Designed For Joy. This position will be responsible for developing a major gifts program, coordinating any future capital campaign fundraising and overseeing all other development activities.

The successful candidate will help forge new relationships to build Designed For Joy's visibility, impact, and financial resources. The DoP also will design and implement a comprehensive plan for developing key external alliances by cultivating individual and philanthropic support. The DoP will have primary responsibility for establishing and implementing the infrastructure needed to grow a \$1.6M budget through the solicitation of major gifts from individual, corporate, and foundation donors. They will expand and diversify Designed For Joy's donor base/pipeline and work closely with other team members to secure funding for new initiatives. **In addition, the DoP will work closely with the board of directors and support board members as they take on a more active fundraising role.**

It is expected that the amount raised by Designed For Joy will increase in future years as the DoP systematically and effectively strengthens the organization's overall fundraising capacity.

Responsibilities

- Support and partner with the ED and board members on all major fundraising initiatives
- Create the 2025 fundraising plan
- Running and monitoring our Donor Management System (implementing Raiser's Edge CRM)
- Collaborate with the Finance Officer to develop and implement Designed For Joy's contributed income financial strategy
- Actively work with the ED and senior staff to develop and implement a comprehensive development strategy to include individual, corporate, and foundation gifts
- Have primary responsibility for development and execution of all proposals; write and archive all proposals with a long-term relationship-management approach

- Oversee research funding sources and trends, with foresight, to help position Designed For Joy ahead of major funding changes or trends
- Monitor all donor information; provide and present statistical analysis to board and senior leaders
- Develop and implement a stewardship program aimed at cultivating deeper ties with donors
- Monitor and report regularly on the progress of the major gifts/campaign development efforts
- Serve as a representative for Designed for Joy in the community and work closely with other professional, civic, and private organizations
- Must have a passion for and be able to clearly articulate the nonprofit's vision and mission to both internal and external stakeholders

Qualifications

- 3-5 years of professional experience in a nonprofit organization; demonstrated success in a development function (managing and forging relationships with multiple donor sources) preferred. Will consider a professional that has similar experience in a relationship building and revenue generating field
- Tangible experience of having expanded and cultivated existing donor relationships over time
- Excellent communication skills, both written and oral; ability to influence and engage a wide range of donors and build long-term relationships
- Ability to construct, articulate, and implement annual strategic development plan
- Strong organizational and time management skills with exceptional attention to detail
- Flexible and adaptable style; a development professional who can positively impact both strategic and tactical fundraising initiatives
- Ability to work both independently without close oversight, but also a team player who will productively engage with others at varying levels of seniority within and outside Designed For Joy
- Bachelor's degree in business administration, fund development, nonprofit management, economic development, or related field.
- High energy and passion for Designed For Joy's mission is essential

Preferred Qualifications:

We prefer candidates that have work experience and relationships in the greater Raleigh region.

Job Benefits:

At Designed For Joy, we value our employees and cultivate an atmosphere of inclusivity, diversity, and creativity. We value transparency and communication among all staff and strive to foster a community where we connect, have fun and learn together. We encourage professional development and opportunities for growth. Designed For Joy is committed and active in the communities we serve and offer opportunities to connect and volunteer.

- This is a full-time role, mainly on site with flexibility for some remote work.
- The annual salary range is \$75,000- \$84,000.
- Generous time off, 5 weeks of paid time off and Holiday policies.
- Sabbatical policy
- Employee discount
- Unfortunately healthcare is not available at this time

Travel and Schedule Requirements:

The Director of Philanthropy will be required to travel for meetings, primarily in the Triangle, to meet with prospective and current donors, professional development and networking opportunities. While most weeks, this position will work a normal 8:30 am - 5:00 pm schedule Monday through Friday, a few times per year evening and weekend events will be required.

IMPORTANT APPLICANT INSTRUCTIONS

Please include your salary requirements in your cover letter. Send cover letter and resume to kristen@designedforjoy.com.