



Development & Communications Director

Reports to: Executive Director

Leads: Development & Communications Coordinator

Status: Full-time, exempt, onsite

Schedule: Monday–Friday, with occasional nights and weekends

Salary: \$72,500–\$82,500 annually

Benefits: 100% medical, dental, and vision insurance; 401(k); life insurance; three weeks PTO to start; 10 paid holidays; health and wellness benefit; FSA; and professional development support.

Application Process: No calls or visits. Email resume and cover letter to director@nourishnc.org. The position will remain open and posted until filled

About the Role

The Development & Communications Director is a senior leadership position responsible for leading NourishNC's fundraising and communications strategy. This person will grow and diversify revenue through donor cultivation, solicitation, stewardship, grants, campaigns, sponsorships, events, and strategic communications. This role is ideal for someone who can build genuine relationships, make a compelling case for support, lead with both heart and data, and turn community goodwill into meaningful action.

What You'll Lead

Fundraising Strategy & Revenue Growth

- Create and manage a comprehensive annual fundraising plan and budget.
- Grow revenue through individual giving, major gifts, grants, corporate partnerships, sponsorships, recurring giving, online giving, appeals, and events.
- Identify, research, cultivate, solicit, and steward individual and institutional donors.
- Move donors thoughtfully through the donor pipeline and into deeper levels of engagement and giving.
- Identify grant opportunities, write grants in partnership with the Executive Director, and manage grant reporting.
- Build donor-centered campaigns and fundraising materials that inspire action.
- Monitor and report on fundraising revenue, expenses, goals, timelines, and campaign performance.
- Lead key components of NourishNC's annual fundraising party, including sponsor cultivation and fulfillment, donor engagement, event logistics, auction coordination, communications, and post-event stewardship
- Create and co-lead a NourishNC Development Committee.

Donor Relationships & Stewardship

- Build and maintain strong relationships with donors, volunteers, businesses, faith communities, foundations, civic leaders, government partners, and community organizations.
- Ensure donors, volunteers, and other stakeholders are thanked meaningfully and consistently.
- Maintain accurate and complete records of donor communications and engagement.
- Use Little Green Light to support moves management, reporting, stewardship, segmentation, and fundraising decisions.

Communications & Community Engagement (with the Development & Communications Coordinator)

- Create and execute a strategic communications plan that keeps supporters informed and inspired.
- Strengthen NourishNC's brand, visibility, and community presence.
- Lead storytelling across newsletters, social media, website content, press releases, blog posts, donor communications, and other public-facing materials.
- Develop engaging content that increases awareness, deepens trust, and helps drive donations.
- Manage public relations, media opportunities, and community outreach.
- Represent NourishNC at community events, presentations, tabling opportunities, and speaking engagements.
- Ensure website content is accurate, current, and aligned with NourishNC's voice and mission.
- Grow and engage NourishNC's social media audience.

Who You Are

- A relationship-builder who enjoys connecting people to a mission that matters.
- Comfortable asking for money and helping others see the impact of their giving.
- A strong writer, speaker, and storyteller.
- Strategic enough to build the plan and hands-on enough to execute it.
- Organized, deadline-driven, and comfortable managing multiple priorities.
- Data-informed, but not robotic.
- Committed to equity, dignity, and serving families without judgment.

Qualifications

- At least five years of relevant experience in fundraising, communications, nonprofit leadership, donor relations, marketing, or a similar role.
- Bachelor's degree or equivalent lived/professional experience.
- Strong knowledge of nonprofit fundraising and communications.
- Excellent written, verbal, interpersonal, and customer service skills.
- Strong public speaking and presentation skills.
- Experience with donor databases; Little Green Light experience preferred.
- Strong computer skills, including Microsoft Office and related software.
- Grant writing or grant management experience preferred.
- Valid North Carolina driver's license.
- Ability to pass a criminal background check; NourishNC may make exceptions.
- Professional references required.

Commitment to Equity

NourishNC values a diverse workplace and strongly encourages women, people of color, LGBTQ+ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply. NourishNC is an equal opportunity employer. Applicants will not be discriminated against because of race, color, creed, sex, sexual orientation, gender identity or expression, age, religion, national origin, citizenship status, disability, ancestry, marital status, veteran status, medical condition, or any protected category prohibited by local, state, or federal law.