



## **MANAGING DIRECTOR OF DEVELOPMENT**

*Building stronger communities, one family at a time.*

*Parenting Journey is a nonprofit innovator of high-impact programs that partners with parents to build stronger families. To date thousands of parents have participated in Parenting Journey programs—more than 52,000 since 2007. Our programs have been replicated in nearly 500 locations across the U.S. and can be found in communities across MA, NY, DC, FL...and more!*

### **ABOUT THE ORGANIZATION**

Parenting Journey is a national nonprofit organization headquartered in Somerville, Massachusetts with a chapter office in New York City. For over 35 years, the organization has sought to break the systemic cycle of parenting in poverty. We recognize that systemic injustices related to poverty and race prevent many parents from realizing the futures they, and their families, deserve. Our work is inspired by the belief that strong families are the foundation of vibrant healthy communities and that all parents have the power to build resilient families. Parenting Journey envisions a world where all parents and caregivers can build thriving families.

Parenting Journey partners with parents to realize their strengths through therapeutic groups that reduce stress and foster social networks, advocacy for equitable policies that benefit all families, and partnerships with other family-focused nonprofits. Parenting Journey's acclaimed, high-impact parent programming is replicated at nearly 500 non-profit agencies across the country, and has impacted over 52,000 families in the last decade.

### **THE POSITION**

Reporting to the Executive Director and a member of the Senior Leadership team, the Managing Director of Development (MDD) will spearhead fundraising efforts in support of Parenting Journey's annual revenue goals and the development of a multiyear, multicity fundraising strategy towards our 40th anniversary in 2022. The MDD will work closely with the Executive Director and the Senior Leadership team to design and execute a comprehensive development plan based on short and long-term goals. The MDD's direct reports include a Development Manager and a Development Associate, works closely with the Director of Communications, and supports the Executive Director and other Senior Leadership members in identifying, cultivating, stewarding, and securing major gifts.

### **RESPONSIBILITIES**

- Execute an annual development plan
- Manage the goals and workflow of the Development Manager and Development Associate
- Work with Director of Communications to support development communications and branding for all fundraising strategies and activities to increase visibility

- Advance the annual prospecting strategy to continue to expand the current donor base, including managing annual donor cultivation events
- Cultivate and steward relationships with individuals, corporations and foundations
- Advance strategic annual events to deliver financial support and greater visibility in the community
- Oversee the fundraising database (Salesforce) including maintaining accurate prospect and donor records, reports and data analysis
- Oversee all grant research, prospect, cultivation, and proposal and report writing activities
- Collaborate with the data management team on system improvements, reports, and other infrastructure needs
- Initiate and design endowment, planned giving and monthly giving programs
- Manage weekly Development Team meeting that includes representatives from all departments
- Manage and serve as staff liaison to the Development Committee of the Board of Directors
- Engage Board members in all fundraising efforts
- Provide regular reporting of revenue, progress and successes to management and Board of Directors
- Support the culture of philanthropy throughout Parenting Journey
- Work closely with other Senior Leadership to advance and shape the future of the organization

### **THE IDEAL CANDIDATE**

The MDD will believe that strong families are a catalyst for social change, and that empowered parents are the key to building strong communities. The MDD must be a relationship-builder who is able to adapt her or his communication style to work effectively with a wide variety of internal and external stakeholders, including the Executive Director and other members of the Senior Leadership Team. The successful candidate will have a proven ability to:

- Define, size, and prioritize revenue generating and partnership opportunities
- Develop and execute against a development pipeline with limited oversight
- Work on short-term wins and longer-term opportunities in parallel and prioritize accordingly in order to meet deadlines
- Lead, inspire and manage a team
- Take on both strategic and tactical responsibilities with flexibility
- Communicate effectively to both internal and external audiences
- Tinker, execute, refine and lead

### **QUALIFICATIONS**

Candidates must be self-motivated, detail oriented, highly-organized, and the desire to be a part of a leadership team that aspires to shape an organization that lives its values. Candidates must possess an ability to work well under pressure and the ability to seek and synthesize information and communicate in a compelling and succinct form.

### **MINIMUM REQUIREMENTS**

- Proven track record of achieving revenue targets and securing new funding opportunities
- Bachelor's degree

- 5+ years of relevant experience

**JOB TYPE:** Full-time

**SALARY:** Salary range available upon request. Family-centric work environment and competitive health, dental, 403b, and vacation/time away.

**TO APPLY**

Parenting Journey is an equal opportunity employer and all qualified candidates are encouraged to apply. **Please email a cover letter and resume to [JoinOurTeam@parentingjourney.org](mailto:JoinOurTeam@parentingjourney.org)**. For more information about Parenting Journey, please visit our website at [www.parentingjourney.org](http://www.parentingjourney.org).