ABOUT JUMPSTART

Jumpstart is a national early education organization that recruits and trains college students and community volunteers to work with preschool children in low-income neighborhoods. Through a research-based curriculum, Jumpstart children develop the language and literacy skills they need to be ready for school, setting them on a path to close the achievement gap before it is too late. Join us to work toward the day every child in America enters kindergarten prepared to succeed. Learn more at www.jstart.org.

POSITION OVERVIEW

The Development Director will be responsible for leading the Boston-based regional development team. S/he has primary responsibility for managing all fundraising activities for Jumpstart’s Northeast Region, currently raising over $3M annually from individual, corporate, government, and foundation donors. Managing 2 full-time staff members, the Development Director will report to the Regional Vice President with whom he/she will work closely on fundraising activities. The Development Director will cover external meetings in line with fundraising in partnership with the Regional Vice President. S/he will identify, cultivate, solicit, and steward a growing portfolio of individual and institutional donors to meet regional goals. In addition, the Development Director will be responsible for creating the strategy and execution for all external activities for the region. The Development Director will work strategically with members of the regional advisory board, the National Development, as well as Development Directors throughout the organization to ensure that regional and national revenue and external presence goals are met.

SPECIFIC RESPONSIBILITIES

- Lead the creation of a regional fundraising strategy and manage regional fundraising budgets.
- Identify, cultivate, build, and deepen relationships with prospects and established individual, foundation and corporate funders.
- Solicit and close gifts independently and in collaboration with the Regional Vice President and local advisory board members.
- Lead and present at regional advisory board meetings.
- Maintain accurate records.
- Work with program, development and administrative staff to design strategies that will encourage new gifts and increase contributions.
- Lead the planning and execution of the region’s annual spring gala, Scribbles to Novels.
- Lead the creation of the team’s annual revenue plan and provide ongoing monitoring of the team’s progress towards meeting its revenue goals.
- Participate in development-related functions such as marketing, design/preparation of print materials, event logistics, pre-event prospect/donor research, and post-event follow-through.
- Manage two additional development staff members in meeting the department’s goals.
• Lead strategy for all events such as Read for the Record and other donor cultivation events.

QUALIFICATIONS

• Bachelor’s degree or equivalent work experience.
• At least five years of experience in development, with a proven ability to solicit and close new gifts.
• Proven track record of reaching $1,000,000+ fundraising goals.
• Ability to develop creative alternative pitches to appeal to the varied interests of funders.
• Engaging personality capable of energizing donors and prospects about Jumpstart’s mission and programs.
• Knowledge and familiarity with corporate and foundation giving, fundraising events, donor communication and individual giving/major gifts.
• Demonstrated success in grant-writing and foundation relationships, preferably in the Greater Boston area.
• Superb follow-through, organizational skills, and attention to detail
• Able to meet goals and deliver on time.
• Excellent interpersonal, presentation and writing skills.
• Knowledge of Microsoft Office Suite (Word, Excel & PowerPoint), and donor databases (Salesforce experience preferred).
• Commitment to Jumpstart’s core values: learning, connection, determination, joy and kindness.

TO APPLY

Please complete an online application at www.jstart.org/jobs. Both a cover letter and resume are required to complete your application. Applications without a cover letter may not be considered. Candidates will be reviewed on an on-going basis. Please attach your resume to your applicant profile. Please include your required cover letter with your resume attachment OR copy/paste the text of your cover letter into the "Notes" text box after you enter your desired salary.

SALARY RANGE

Commensurate with education and experience; competitive benefits and great work environment

START DATE

ASAP

LOCATION

Boston, MA

Jumpstart is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, religion or creed, gender, gender identity, sexual orientation, marital status, age, veteran status, disability or any
other legally protected status recognized by federal, state or local law with respect to employment opportunities. Please visit our website at www.jstart.org.

Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.