



DIRECTOR OF DEVELOPMENT, GOPHILANTHROPIC FOUNDATION (GoPhil)

BACKGROUND

Formed in 2011, GoPhil (www.gophilanthropic.org) is a not for profit 501-c 3 organization whose vision is to reimagine philanthropy by creating a shared sense of responsibility in solving global issues through partnerships and empowering small grassroots organizations to stand on their own. GoPhil is led by values of community philanthropy and engagement which keeps our focus on the visions and priorities set by partners. A community led approach puts people most affected by the work in the lead, ensures diverse representation in decision-making, strengthens community capacity and voice and mobilizes existing assets and resources. Our collaborative focus is to expand the power and potential at the grassroots, where under-resourced communities are working to gain their fair, equal access to the education, health, human rights-opportunities we are each entitled to. We believe what is urgently needed today is a commitment to equity, diversity and shared power to solve the pressing issues we are faced with. This requires a bold approach to philanthropy which includes engagement from all levels: donors, non-governmental organizations (NGO'S), their communities, grant makers.

GoPhil partners and provides financial grants and organizational support to a carefully vetted group of small grassroots organizations around the world providing creative and sustainable solutions to global issues. Our partners have missions rooted in education and empowerment for under resourced populations located in 8 different countries. In addition to providing grants and capacity building support, we also offer on the ground "listening and learning" opportunities through our sister organization GoPhil Travel (www.gophilanthropic.com). Our team is comprised of a passionate group of volunteers and part time paid contractual staff.

The Director of Development is responsible for developing and executing a fundraising plan for GoPhil in concert with the core team and Board of Directors. This position is a new one and will begin as part time (20 hours/week contract position). He/she is expected to identify and cultivate a dynamic new donor base (individuals, grants, foundations, corporations) as well as work with current donors and partners. He/she has the exciting opportunity to create a formalized fund- raising plan for the Foundation from the ground up.

Please note this is a virtual organization that requires some flexibility in hours and, may, from time to time, necessitate domestic and/or international travel.

Our ideal candidate will be/have:

- * Passionate about GoPhil's values, philosophy of community philanthropy and social change.
- * A relationship builder. A person who enjoys meeting new people and learning about their backgrounds and interests. Comfortable working with diverse cultures.
- * Collaborative, flexible and independent. Eager to be a part of a small, tight-knit team and able to handle personal administrative tasks.
- * Strategic in approach to problem solving. Ability to take an idea from concept to implementation.
- * A proven track record in developing and successfully implementing a fund -raising plan.
- * A self-starter. A person who can work virtually and identify opportunities and take initiative to create positive change.

Core responsibilities

- * In concert with staff and Board, Identify all sources of current funding and create and implement a comprehensive development plan, that reflects GoPhil values and practices, and includes all sources of potential funding for GoPhil.
- * Develop an effective process for identifying and cultivating new prospects and operationalize.
- * Work closely with the Director of Operations to ensure maintenance of an accurate database of all donors, funders, and prospects, donation acknowledgement and receipts.
- * Work closely with the Director of Programs and Marketing/Communications team to understand all aspects of program asks. Work closely with the Communications team on donor communications.
- * Work closely with the Grants Specialist to develop a plan to identify, capture history and submit grant applications throughout the year.
- * Interface with GoPhil Travel to understand program and donor needs as a result of Travel.
- * Oversee the management of the "secret sauce" accounts.
- * Develop a set of milestones for success.
- * Report regularly to the Board of Directors.
- * Serve as an ambassador for GoPhil.

Qualifications:

- * Bachelor's degree in relevant subject matter field.
- * Minimum of four-five years' of increasing responsibility and proven successful experience in development activities/fund raising for a non-profit organization.
- * Superb written and verbal communication skills along with presentation and interpersonal skills—within small and large group contexts.
- * Organizational capabilities, including skills in independent and impromptu problem-solving on the ground. Flexibility in approach.
- * Creativity with an interest in working in a virtual and entrepreneurial environment.

Outcomes:

- * Work with Board and team to create a development plan within 60-90 days of start time.
- * Build external relationships and grow our donor base by **xxx TBD** by the candidate and the Board.

Please contact Linda DeWolf at linda@gophilanthropic.org by March 12,2020 for inquiries.