



Global Visionaries Position Opening

Title:	Development Manager
Reports to:	Executive Director
Time Commitment	Full-time, exempt position, including some evenings and weekends
Compensation	\$50,000-\$56,000 DOE, competitive benefits package, 3 weeks paid off

Position Summary:

Excellent opportunity for a passionate, experienced and highly motivated fund development professional to join the Global Visionaries (GV) team. The successful candidate will work with the Leadership Team, Board of Directors and the Development Committee to support, implement and manage key aspects of resource development initiatives for Global Visionaries needed to support sustainable growth over the next five to 10 years.

S/he must have proven experience in fundraising, donor cultivation, event management and grant procurement. The individual will use this experience, ideally within major gifts and fundraising campaigns, to build upon existing relationships while cultivating new donors, corporate partnerships and in-kind donors.

Primary Duties & Responsibilities:

- Contribute to and execute a comprehensive written funds development plan with directed strategies for multi-year donor groups, donor cultivation, stewardship activities (including annual breakfast and annual auction) and prospect identification.
- Perform research to identify and qualify prospective funders to ensure ongoing sustainability.
- Ensure clear messaging, differentiation and substantiation of key benefits to our youth, our donor, and our greater community.
- Manage PR and communication activities to broaden GV's visibility.
- Manage GV's websites, transaction engine's customer experience and social media.
- Be current on fundraising trends, marketing strategies, and best practices used in the nonprofit sector and recommend strategies to leadership.
- Manage grants program, including research, prospecting, calendaring, grant development, grant writing, and supervise freelance grant writers and interns.
- Cultivate existing GV community stakeholders, including alumni, parents and partners.

Qualifications/Requirements:

- Bachelor's degree required
- Excellent verbal and written skills
- Must be decisive and confident yet diplomatic
- 5+ years' experience in fund development environment
- Project a confident and mature presence in communications with funders, constituency, board and staff
- Thrives in a fast-paced, collaborative environment
- Good experience with events planning, coordination
- Knowledge of Salesforce.com or other donor database/CRM
- Works well with minimal supervision—self-initiator
- Proficient skills on MS office software, especially Excel and Word
- Passion for youth and education

Organization Mission & Description:

Seattle-based Global Visionaries empowers a deliberately diverse group of young people to become global leaders in creating a just and sustainable future. Our programs provide youth with a global perspective empowering them to understand the intrinsic relationships between local and international social and environmental justice issues and volunteer work. See

www.globalvisionaries.org

How to Apply:

Submit cover letter with salary requirements and resume to: officemanager@global-visionaries.org. Please write "Development Manager" in the subject line. Interviews are on rolling basis. Position will remain open until it is filled. **Please, no phone calls; contact us via email only.**

Global Visionaries is an equal opportunity employer. We seek a diverse workforce to match the global nature of our programs and the broad diversity of the students who participate.