

Director of Development – Consultant Role

Position Overview

We are seeking a strategic and hands-on **Director of Development (Consultant)** to lead and implement a fundraising strategy aligned with our mission, growth goals, and resource needs. This consultant will be responsible for managing institutional and individual donor pipelines, writing grants, and advising on fundraising infrastructure to expand and diversify revenue streams.

Key Responsibilities

- Develop and execute a fundraising strategy that includes individual giving, foundation support, major donors, and events.
- Manage a portfolio of foundation and individual donors, including cultivation, solicitation, stewardship, and reporting.
- Lead the grant writing process, including drafting proposals, managing deadlines, and ensuring compliance with funder requirements.
- Partner with executive leadership and program teams to translate organizational priorities into compelling funding opportunities.
- Recommend or implement donor CRM tools, tracking systems, and performance dashboards to support fundraising operations.
- Advise on development staffing structure or processes if the organization is scaling fundraising efforts.
- Prepare fundraising reports, progress updates, and materials for leadership and board engagement.

Qualifications

- 8+ years of professional nonprofit development experience, with a successful track record in managing comprehensive fundraising strategies.
- Demonstrated success securing five- and six-figure gifts from institutional and individual donors.
- Excellent written communication and storytelling abilities.
- Ability to work independently, manage multiple projects, and collaborate across teams.
- Experience with donor databases (e.g., EveryAction, Salesforce, or similar).
- Experience advising or building development operations for organizations in growth or transition phases.

Engagement Details

- **Status:** Consultant / 1099 Contractor
- **Estimated Level of Effort:** Approximately **25-30 hours per month**. Hours may fluctuate based on budgeting cycles, audits, or special projects.
- **Engagement Term:** Initial contract for August 24, 2026 to December 1, 2027, with the potential for renewal based on performance and organizational needs.
- **Location:** Remote, with availability for virtual meetings with the Executive Director, staff, and Board Finance Committee.
- **Budget:** **\$75 per hour**, inclusive of all fees, overhead, and expenses. Final compensation will be commensurate with experience and proposed scope of services.
- **Payment Terms:** Monthly invoice based on agreed-upon deliverables or time worked.