Hope For Uganda

Development Director

Job Summary

At Will - Full Time - Exempt

Salary: DOQ

The Development Director is the face of Hope for Uganda to its constituents, including its benefactors, volunteers, and the beneficiaries of the grants it funds in Northern Uganda. The primary role of the Director is to develop and implement a comprehensive fundraising strategy to expand philanthropic support for the organization, in order to fulfill the Mission: To bring Hope to the People of Northern Uganda through faith, education, health, and sustainability.

The Director manages all components of the fundraising plans, including but not limited to annual giving, planned giving, corporate and foundation grants, major individual and corporate gifts, and special fundraising events.

The Development Director reports directly to the Board of Directors.

Primary Job Functions

- Increase donations to the organization to fund its Mission.
- Oversee the organization's operations, including fundraising, program development, and financial management.
- Develop and support a strong Board of Directors.
- Develop and implement strategies aiming to promote the organization's Mission.
- Create and maintain an annual Development budget.
- Collaborate with volunteers at every level.

Fundraising and Communications

- In coordination with the Advancement Committee chair, develop fundraising strategies and events to nurture donor engagement, expand the number of donors, and extend the geographic reach of the ministry.
- Maintain and deepen the relationships and goodwill of the existing donor base.
- Create, deepen, and refine communications and outreach in person, in print, and in digital media.
- Use external presence and relationships to garner new opportunities for development.
- Provide opportunities for Board involvement with local donors and events.

Leadership and Management

- Actively engage and direct Hope for Uganda volunteers, board members, partnering organizations, and donors.

- Attend Board meetings; serve as ex-officio member of Advancement Committee; create reports and presentations for the Board of Directors.
- Ensure effective systems to track and measure successes that can be effectively communicated to the Board, donors, and other constituents.
- In conjunction with the Finance Committee chair, maintain contact with our partners in Uganda to ensure that donated funds are spent in an appropriate manner; review monthly financial reporting and audits from each entity.
- In conjunction with Projects Committee chair, review grant requests and make recommendations to the Board of Directors on such requests.

Qualifications

The Development Director must be thoroughly committed to Hope for Uganda's Mission. A successful candidate will have proven leadership, operational management, and donor cultivation/fundraising experience. A practicing Catholic is preferred. Other qualifications include:

- An understanding of the nonprofit sector and how the organization fits within the sector.
- Strong written and verbal communications skills.
- Marketing, public relations, or fundraising experience.
- The ability to work independently and in collaboration with diverse groups of people.
- The ability to meet deadlines and manage multiple projects simultaneously.
- The ability to travel as needed, including to the Country of Uganda (once/year, at most).