



JOB DESCRIPTION

Job Title: Director of Development

Developed By: Mike McCain	Job Category: Full-Time (Exempt)
Location: United States	Reports To: Chief Executive Officer
Date of Update: 7/20/23	Travel: 25%

Our Purpose

The world is a better place when families are strengthened.

Our Mission

We are a Christ centered ministry. We leverage resources to elevate and unify Haitian families so that the cycle of poverty is broken and the fabric of the community is strengthened.

Our Vision

People to know Jesus.

Unified families with means to care for themselves.

To care for each other as family where no family exists.

Elevate & Empower

We believe in being in relationship with and not doing for Haitians what they can do for themselves. We value job creation, education, and the local Church as tools to elevate and empower others to achieve their God-given potential.

Our Core Values

Accountability
Christ-Centered
Discipleship
Excellence
Family
Humility
Integrity
Love
Respect
Prayer

The job description does not constitute a written or implied contract of employment. Healing Haiti reserves the right to revise or change job duties and responsibilities as the need arises. Requirements are representative of minimum levels of knowledge, skills, and experience required.

POSITION SUMMARY

The Director of Development oversees all aspects of Healing Haiti's fundraising and partner development programs. This key leader is responsible to develop a comprehensive and strategic financial advancement plan and build key relationships with church, business, educational institutions, and individual donors. S/he will be responsible to increase, strengthen, and diversify Healing Haiti's funding sources through various strategies and will be expected to meet annual fundraising goals. To succeed, the individual must be a self-starter who is willing and able to take initiative in establishing a long-term vibrant and engaged community of Healing Haiti supporters throughout the country. Additionally, the Director of Development serves on Healing Haiti's leadership team.

RESPONSIBILITIES

- Oversee Healing Haiti's partner development and sponsorship programs
- Actively work with CEO, director-level staff, and the Board to develop and implement a comprehensive development strategy to include corporate, foundation, government grants, etc., in order to support Healing Haiti's growth
- Build and maintain key relationships with churches, businesses, educational institutions, and individuals who will partner with and financially support the mission of Healing Haiti
- Identify and cultivate relationships with new partners and/or financial supporters
- Achieve annual fundraising/sponsorship goals as set by the CEO
- Develop and cultivate at least 2 new major donor relationships (each donor giving at least \$100,000 annually) over the next 2.5 years
- Lead vision trips to Haiti as safety permits
- Plan and coordinate Give to the Max fundraising strategy on an annual basis
- Plan and lead annual Stakeholder fundraiser
- Market sponsorship opportunities to churches, schools, and businesses
- Create a culture of accountability and integrity within the development program
- Provide weekly and monthly development reports to the CEO
- Attend staff meetings on a weekly basis
- Attend board meetings on a monthly basis
- Respond promptly to leadership, staff, donors, and/or volunteers
- Perform any and all other job duties outside of job description as assigned by the CEO

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QUALIFICATIONS

- Personal confession of faith in Jesus Christ
- Demonstrated lifestyle of Christ-like humility, compassion, and generosity
- 3-5 years of fundraising, sales, or other relevant professional experience preferred
- Established record of taking initiative and being a self-starter
- Exhibits passion and joy for developing deep relationships with partners
- Excellent networking ability
- Excellent oral, written, and public communication skills
- Outstanding interpersonal relationship building skills
- Strong organizational skills including effective time management
- Ability to work in an environment with a high-level of confidentiality
- Excellent multi-tasking and organization skills
- Willingness and eagerness to develop, learn and grow as a leader

SUPERVISORY RESPONSIBILITY

The Director of Development has no current supervisory responsibilities.

EDUCATION AND/OR EXPERIENCE

- Bachelor's degree from an accredited college or university in relevant field
- International experience and cross-cultural skills preferred
- Computer skills in a Microsoft Windows environment