

Seeking

Development Director

Salary: 65,000 – 75,000 DOE/DOQ

Join our team and help lead our organization to end hunger in the Central Valley.

Join Community Food Bank and become part of our management team leading our organization to end hunger in the Central Valley. We are seeking a seasoned business professional who possesses a complement of skills and experience including:

- Creation of strategic fund development plans
- Management of media and public relations, and community events
- Effective use of data and technology to improve fund operations
- Overseeing marketing and communications
- History of expanding and effectively managing donor relations and strategic partnerships
- Overseeing fund and budget management
- Excellent communications abilities to engage donor interest to support and expand our programs and serve those in need in our communities



www.communityfoodbank.net

Our Goal and Mission Statement

The goal of CFB is to create a hunger free Central Valley and our mission is to address the immediate nutritional needs and provide sustainable solutions for the food insecure through the operation of an efficient food acquisition and distribution system, community outreach and public education.



The Organization

Community Food Bank (CFB) is located in Fresno, the 5th largest city in California and has been in business for 20 years. Fresno is the heart of a growing metropolitan area strategically located in the center of California with nearly one million residents. CFB serves Fresno, Madera, and Kings Counties and is involved in the solicitation, acquisition, warehousing and distribution of food to a variety of agencies serving those in need. CFB is a member of the Feeding America family, and provides services to: food pantries, residential shelters, community kitchens, adult and child day care centers, and more. CFB has increased our annual distribution to over 24 million pounds of food annually, and you will join our management team in leading our continued growth and ending hunger in our communities.

The Position

The Development Director is a rewarding career opportunity for the right person who has a desire to make a significant difference to thousands of children and families in need. This position is at-will, and reports to the Chief Executive Officer (CEO) and supports the efforts and strategic vision of a 14 member Board of Directors. You will lead the development and implementation of short and long-term fundraising strategies and related programs, and partner with the internal Marketing and Community Engagement Director to lead marketing efforts and community events. You will also coordinate an active group of volunteers, assist in the development and management of a multi-million dollar budget, and manage your department's budgets and fund accounts.

The Ideal Candidate

Our ideal candidate is masterful at developing relationships and partnerships with foundations, individuals businesses, local community and government stakeholders, and has a history of meeting past organizational fund development and organizational goals. Through creative ideas, you will design and implement new pathways to obtaining program objectives, **and you will have:**

- A Bachelor's degree in Business Administration, Communications, Fundraising Management, or related field
- Extensive background directing fund development plans and activities, and overseeing fundraising events, marketing and communications activities, and grant management
- Ability to travel and work a flexible schedule to accommodate organizational needs

As the Development Director You Will:

Leadership, Operations and Event Coordination

- Lead the organization in developing strategic fundraising initiatives for the organization
- Manage special events, food and funds drives, and third party and signature special events
- Lead a team of dedicated volunteers overseeing fundraising and development programs
- Lead the organization in identifying new funding opportunities
- Manage all food and fund drives

Fundraising, Technology and Administration

- Develop and manage a short and long-term fund plan
- Direct individual, corporate and foundation fundraising activities
- Design new strategies for individual major gifts program
- Supervise the implementation of a planned giving program
- Oversee direct response program, grant applications, corporate funding proposals and major gift presentation materials
- Track third-party event activity, including budgets, outcomes, brand and mission guidelines
- Effectively use data and technology to improve fund operations
- Develop performance goals and track success of fundraising efforts
- Cultivate corporate and foundation relationships

Marketing, Public Relations and Communications

- Develop promotional materials and event sponsorship packages, and ensure events are successfully publicized
- Educate communities, and increase support for our mission

- Use multicultural knowledge to improve outreach to our ethnically diverse client base
- Coordinate marketing and media communications strategies with Marketing and Communications Engagement Director
- Expand our network and develop new strategic partnerships
- Communicate effectively with stakeholders, media, community members, and organizations we serve and partner with
- Develop a relationship management program and process for corporate and foundation activities
- Oversee donor program and ensure efficient and donor-centric support system
- Oversee all public and donor communications, including: website content, social media presence, fact sheets, marketing materials, newsletters, annual report content, etc.
- Collaborate and partner with federal, state and local government agencies

CFB Relations

- Work with internal staff and volunteer base to get the job done
- Provide timely, concise, clear and informed communications to the CEO and Board members
- Leverage the professional guidance and knowledge collectively held among staff, CEO and Board members
- Provide guidance to the CEO and Board related to fundraising and marketing efforts
- Keep CEO briefed on corporate solicitations, including preparing custom proposals and materials
- Partner with leadership team to maximize strategies

To Successfully Lead this Organization, You Will:

- Convey confidence in your presence, communications, and recommendations
- Demonstrate strong personal values and character, operate with a strong ethical framework, and uphold public trust
- Seek innovative and creative approaches to improve efficiencies and obtain success
- Perform well under pressure, champion change, and multi-task effectively
- Be personable, approachable, and coachable



Work, Live and Play in Fresno, California

Top-ranked educational institutions, affordable California living, vibrant cultural and recreational opportunities, and championship sports teams are just some of the great characteristics of the Fresno area. Fresno takes great pride in its numerous attractions, places to stay and is home to bountiful harvests and beautiful weather. Surrounded by three national parks—Yosemite, Sequoia and Kings Canyon—you can take advantage of mountain climbing, fishing, hiking the redwoods and mountain trails, camping, rafting, swimming, and much more.

Salary

\$65,000–75,000 depending on qualifications and experience

Benefits

CFB has an attractive benefits package including:

- Fully covered medical, dental and vision (for employee)
- Life insurance and short and long term accident insurance
- 80 hours sick leave, 15 paid holidays, 20 days vacation leave
- 401 (k) plan with CFB contributing 3% of annual salary

How to Apply

The recruitment will close when the needs of the organization are met, so apply ASAP!

Send cover and resume to wendi@wbrowncreative.com, or Fax to: 1-866-224-1423

Contact your recruiter, Wendi Brown, with any questions:

- wendi@wbrowncreative.com
- 541-858-0376–Direct
- 866-929-WBCP–Toll Free