Development Director

Earth Island Institute description:

Earth Island Institute (EII) is a leading nonprofit environmental organization that has been at the forefront of efforts to protect the environment and its inhabitants for over forty years. EII supports grassroots activists through a powerful network of approximately 80 sponsored projects working in the United States and around the world. EII’s projects safeguard forests, oceans, and wildlife; support youth and women’s environmental leadership, and underserved communities; combat climate change; and promote environmental justice, sustainability, and resilience. EII further advances, informs, and inspires action through the New Leaders Initiative and its annual Brower Youth Awards, which provides youth leadership recognition and mentoring; Earth Island Journal, which provides unparalleled coverage of global environmental news and perspectives, both in a quarterly print issue and in daily stories online; and Earth Island Advocates, which uses the law to fight for the planet and its inhabitants. For more information, please visit earthisland.org.

Position overview:

We believe that individual innovators have always played a key role in environmental problem-solving and in setting the activist agenda, bolstered by organizational resources that can multiply individual efforts. The development director will be an ambassador for this perspective, and for the multifaceted EII effort to make an impact by empowering these leaders, growing the next generation of activists, and amplifying the issues they work on. Together with the executive director and the development team, this position is responsible for the oversight, planning, and implementation of a fundraising program from individual, corporate, foundation, and institutional funders to meet Earth Island Institute’s budget goals. A successful candidate will have experience in major and annual giving cultivation and solicitation, including experience with building donor relationships and closing gifts in the four, five, and six-figure range. In addition, the ideal candidate has successfully managed and supported staff in cultivation of philanthropic support.

This position is part of the management team, is exempt, and reports directly to the executive director. In all aspects of their role, the development director strives to deliver quality results in a manner that is respectful and supportive of others, and contributes to a strong team environment. This position has a direct impact on the organization’s reputation among partners and community members, and impacts the financial and operational performance of the department.
This position is an excellent match for someone who enjoys taking initiative; has had steadily increasing responsibilities in fundraising in the nonprofit sector; and seeks to join a dynamic, innovative, and impactful organization.

**Core responsibilities:**

- Create and implement an organizational development plan that includes all aspects of the development portfolio.
- Manage the EII major donor engagement program (online and print appeals, meetings, events, etc.) that identifies, cultivates, solicits, stewards, and retains qualified donor prospects, to meet or exceed budget goals.
- Strategically engage board members, co-founders, core staff, and current donors in peer-prospect identifications, visits, and closings.
- Design and implement customized cultivation strategies for a subset of donors that will serve as a foundational communication and marketing plan for each individual within the portfolio.
- Develop and implement an EII planned giving program to qualified prospects as part of donor outreach, including securing bequests and other planned gifts.
- Develop and implement strategies for cultivation, solicitation, and stewardship of gifts from institutional donors.
- Create donor marketing materials and messaging consistent with our story and brand across a range of communications avenues, including our website, social media, print and digital appeals, annual reports, and more.
- Recruit and coordinate hosts, sponsors, and donors for the annual Brower Youth Awards ceremony.
- Develop and champion fresh ideas for expanding EII’s base of support in conjunction with the Executive Director.
- Work collaboratively and strategically with the development team to ensure key fundraising best practices are followed and key performance benchmarks are achieved.
- Provide strategic development advice, guidance, and coaching to EII.
- Monitor the various charity rating service requirements and flag any changes to the requirements and/or EII’s ratings.
- Coordinate and oversee outside contractors that support various development functions and activities, within the approved development department budget.
- Other duties and responsibilities as assigned.

**Qualifications:**

- B.A./B.S. or higher degree, or demonstrated equivalent experience.
- A minimum of 5 years of fundraising experience (nonprofit experience preferred) closing five and six figure gifts.
- Proven ability to generate new opportunities and implement new initiatives.
- Experience managing a portfolio of individual donors.
- Experience in institutional donor research.
● Demonstrated excellence in writing, editing, and verbal communication.
● Possess excellent presentation skills while demonstrating creativity in making the case for support.
● Demonstrated strong planning skills, including the ability to anticipate tasks, set priorities, meet deadlines, and function smoothly under quick deadlines and shifting priorities.
● Successful experience in making cold calls as well as developing cultivation and solicitation strategies.
● Exceptional interpersonal communication and relationship-building skills.
● Outstanding stewardship and relationship management skills with effective and consistent follow-through.
● Ability to demonstrate sensitivity to and appreciation for diverse viewpoints, different communication styles, and a wide range of diverse colleagues and project partners.
● Humble curiosity, creativity, and initiative with a willingness to accept and take on new challenges.
● Demonstrated ability to develop and maintain positive and productive relationships with staff, Board, donors, volunteers, and other stakeholders.
● Ability to establish and monitor priorities, maintain flexibility, and meet deadlines with limited direct supervision.
● Computer proficient with a comprehensive working knowledge of MS Word, MS Excel, and Salesforce.
● Familiarity with some or all of the following systems: Nifty, Adobe, Google Suite, Apsona, iWave, Double the Donation, and online fundraising platforms, such as Engaging Networks.
● Ability to work some weekday evenings and weekends as required.

**Compensation, hours, and location:**

This is a full-time exempt position with a starting salary of $111,000 - $121,000. Full benefits include medical, dental, vision, and life insurance, 13 paid holidays per year, a week-long winter break, paid vacation, and sick leave. The position is based in Earth Island’s Berkeley, California office. This position can be based in the Berkeley office or hybrid in the Bay Area, with regular in-person meetings and gatherings.

**Application:**

Please send your resume along with a cover letter expressing your interest in Earth Island and how your qualifications align with the responsibilities of this position, and your LinkedIn profile (optional), to jobs@earthisland.org with “Development Director” in the subject line.
Covid-19 Considerations:

EI is committed to protecting the health of our employees. To this end, EI employees are required to be vaccinated or provide documentation of medical or religious exemption. We will continue to evaluate these policies and practices informed by public health guidance and employee needs.

***

Earth Island Institute provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state, and local laws.

We strongly encourage applications from women, people of color, and bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. Earth Island Institute is committed to our role in addressing barriers to engagement as we work collectively toward a future of environmental wellbeing for all. We value diversity and inclusion and we look forward to reviewing applications from all who are qualified to apply.

Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. If you seek an accommodation, please advise in writing at the time you apply.