

Director of Development

Who We Are

Since our founding in 1991, The Food Project has grown into an internationally recognized non-profit organization that works at the intersection of youth, food, and community. For 28 years, youth and adults from diverse backgrounds have come together to produce healthy food for residents of the city and suburbs and build local, sustainable food systems. Each year, 120 youth work in crews with our staff to farm on 70 acres in eastern Massachusetts in Lincoln and Wenham and to partner with our neighbors in Lynn and Boston's Dudley neighborhood to create the food system they envision. Building a healthy food system means that land is well cared for, that food is grown and eaten locally, that food sales build and retain neighborhood wealth, and that all consumers have access to nourishing food for a healthy life.

What We Seek

The ideal candidate for this position has more than five years of experience in philanthropy including success in raising at least \$2M in philanthropic support. This individual will be skilled in managing teams, writing grants and providing strategic direction for all fundraising efforts at The Food Project.

The Director of Development will report to the Executive Director and will serve as a member of the Executive Leadership Team. They will lead organization-wide development and communications efforts that support The Food Project's current budget and future growth plans.

The Director of Development will manage and lead the development team and oversee any consultants and vendors working in these areas. The team includes five full-time staff organized around individual giving, institutional giving, events and communications, and donor database management and development operations.

The Food Project currently operates with a \$3.2 million operating budget, of which 85-90% is generated annually through philanthropic support.

Responsibilities

- Lead the Development team to create and implement a strategic development plan.
- Set and achieve annual and multi-year goals by providing oversight and support to the team, and by working closely with senior staff and the Board.
- Serve as a member of the Executive Leadership Team
- Partner with the Executive Director and Board on all major fundraising activities.
- Develop and strengthen relationships with major donors and grant funders.
- Supervise all aspects of communications with individual, foundation, corporate, and government funders.



- Oversee planning, implementation and followup of all fundraising and friend-raising events, including our annual Big Shindig fundraiser and Farm Lunch Series.
- Work in partnership with the Communications staff on development-related printed collateral and communications.
- Work in partnership with the Finance team to prepare the Development portion of The Food Project's annual budget.

Skills and Educational Requirements

- 5-7+ years of development experience, including success in raising at least \$2M in philanthropic support
- A record of measurable results in managing staff to achieve goals in individual giving, institutional funding, special events, and communications
- Demonstrated success in personally identifying, cultivating, and soliciting individual donors and in strengthening existing relationships
- Demonstrated competency in crafting proposals, donor correspondence, and materials that persuasively communicate the mission and activities of the organization
- Exceptional interpersonal, networking, and written and verbal communication skills
- Experience creating and providing oversight on communications and public relations strategy and messaging
- Experience using donor database and communications software
- Passionate about mission and vision of The Food Project
- B.A./B.S. required
- Valid drivers license and access to a car required

Compensation

This is a full-time position with a salary commensurate with experience and skills. This position is eligible for health insurance benefits, paid vacation and holidays, and other benefits, including a free CSA share.

Recruitment Process

We will review all submissions, identify viable candidates and contact those individuals selected to continue in the search process.

Please send résumé and cover letter via email to: jobs@thefoodproject.org.

In the subject line, write your name and the position for which you are applying, e.g. "Jordan Smith – Director of Development and Communications." Additionally, please be sure to include your name in the title of both your résumé and cover letter.

The Food Project is an Equal Opportunity Employer that is committed to creating an inclusive organization. We actively seek a diverse pool of candidates for this position.

