

NOW HIRING: Development Director at New Era Colorado

We are seeking a full-time Development Director to lead and expand our annual fundraising and donor base to fuel our work and grow our impact. This person will lead our fundraising to a strong finish in 2017 while positioning us to run a large, statewide young voter mobilization program in 2018. In this role, you'll run all aspects of our fundraising, including developing our fundraising plan, building foundation and donor relationships and writing funding proposals/reports, and managing our Development Manager. You will also play a meaningful role serving on our senior leadership team. This is an excellent opportunity for a strong writer and a strategic thinker who wants to put those skills to work for social justice and mobilizing young people to participate in our democracy.

About New Era

New Era Colorado is working to reinvent politics for young people, mobilizing and empowering a new generation to participate in our democracy to make Colorado a better place for everyone. We register and turn out thousands of young voters every year, work on issues like election access, economic justice, abortion rights and climate change, and train hundreds of young leaders to create change. We've registered more than 150,000 young voters, passed policies like online voter registration, given out more than 60,000+ buttons that say "Vote, F*cker" on them (good, right?), and made two viral videos ([This Is Why We Vote](#); [Campaign for Local Power](#)). Our team is deeply dedicated to social change, and takes the work very seriously—but not ourselves. We'll never miss an opportunity to get a zoomed-in screenshot of you making a weird face in a group photo. Very few of us were cool in high school. We truly believe in the power of young people. Get to know us: [Our website](#) | [Our Facebook](#).

Job Activities

- **Department planning and strategy** | Develop and implement a strategic annual fundraising plan and budget to grow our fundraising across all revenue streams, continue to diversify our revenue sources, and ensure we're achieving our goals (Goals: ~\$800K in non-election years; \$1.2M-\$1.6M in election years).
- **Grants/Proposals** | Drive strategy and execution to secure and grow foundation and institutional support, including all grant/proposal writing, grant reporting, and supporting materials development.
- **Staff management** | Manage and work in close partnership with our Development Manager, who executes portions of the annual fundraising plan.
- **Pitch and materials development** | Develop fundraising pitches that make a compelling case for supporting our work for use in meetings, communications, mailers, proposals, etc....Use top pitches to develop supporting narratives and materials.
- **Major donor strategy/execution** | Grow our individual donor base by developing and executing a coordinated strategy to build relationships with established and prospective donors to maximize funding (this includes managing staff and board to fundraise). Manage and prioritize the Executive Director's fundraising efforts and relationships with donors and key foundation/institutional contacts. Support the ED's cultivation efforts and direct solicitation of gifts with context, supportive materials, etc...
- **Events for major gifts** | Work with the Development Manager to plan and execute events aimed at raising major gifts, including an annual event and house parties.
- **System management and development** | Oversee and refine all development systems to support effective department operations, including our donor database and acknowledgement processes.

Qualifications

- Strategic and analytical thinker with strong problem-solving skills. Ideally, you can continuously enhance the effectiveness of our plans and tactics to ensure we're moving efficiently towards the right goals.
- Strong written communication and editing skills, and an ability to write and produce a compelling pitch for a wide variety of audiences, whether it's in an email or a proposal.

- Previous fundraising experience. Preferred, but not required: Experience planning a fundraising strategy/effort.
- Highly organized (seriously) & detail-oriented, with ability to effectively manage projects with many moving parts to produce high-quality results in a timely manner.
- Work style that is flexible, respectful, and collaborative; enthusiasm for working with diverse communities.
- Passion for New Era's mission and a commitment to advancing organizational goals.
- Preferred, but not required: Experience managing people, especially staff, with a track record of achieving successful outcomes through management.
- Preferred, but not required: Knowledge of Colorado politics and the progressive nonprofit infrastructure. Minimally we need folks who are eager to learn.

Position details

This is a full-time, permanent position based in our Denver office (which is actually a cozy little house), reporting to the Executive Director. We provide a comprehensive benefits package, including medical and dental coverage (we cover 75% of the premium), a SIMPLE IRA retirement plan with a match of up to 3% after 1 year of employment, an RTD Ecopass (free public transit), paid sick and vacation time, a 6-week paid sabbatical after 5 years of employment, an annual professional development budget, and enough pizza during election times to make you stop liking pizza for a few months. Salary range is high 40's to low 60s annualized, commensurate with experience.

New Era Colorado is an equal opportunity employer. We welcome applications from all, and strongly encourage women, people of color, people with disabilities, immigrants, refugees & LGBTQ people to apply.

To apply

Please submit your resume and a cover letter (as a single PDF) to the attention of Lizzy Stephan to developmentdirectorjob@NewEraColorado.org. In your cover letter, please describe why you want to do this job in particular at New Era, and how you found out about the position. This position will be open until filled and will be removed from our website once it is filled. If it is still on our website, you can (and should!) still apply. No phone calls please.