



## **Director of Development**

Dress for Success Columbus is committed to empowering all women to achieve economic independence by providing career development tools and resources, professional attire and a network of support to help women thrive in work and in life.

We uphold diversity as a cornerstone value, cultivating a culture defined by passion, collaboration, inclusion, adaptability and impact. Our organization offers unparalleled opportunities for intelligent, enthusiastic and creative individuals, eager to leave a lasting impact on the lives of women and the broader community. We are committed to empowering women, building community and transforming lives.

Dress for Success Columbus is in search of an experienced and dynamic fundraising professional and strategic leader who can spearhead our development initiatives, driving growth in organizational resources with positive energy that will empower our team and ignite our mission.

### **Responsibilities and Duties**

- Spearhead the strategic development function of Dress for Success Columbus, crafting and executing plans to amplify organizational resources.
- Forge and nurture relationships with corporate, government, and foundation funders to secure substantial funding for our programs, events and initiatives.
- Cultivate a robust donor base through individual relationship management.
- Lead in the fundraising for signature events and initiatives, ensuring sponsor engagement and event success.
- Oversee the management and timely execution of grant requests and reports, also managing external development contractors who support the organization development efforts.
- Supervise the Inventory & Contributions Manager and Inventory Coordinators, and oversee the management of the donation intake process, inventory partnerships, and community outreach efforts.
- Recruit, guide, and oversee the Development committee in bolstering organizational resources.
- Coordinate, manage and execute donor communications and stewardship initiatives.
- Manage annual fundraising campaigns and support marketing and communication endeavors, including social media, newsletters, and media inquiries.

- Support the programming and fundraising activities for the Young Executives for Success (YES! Columbus).
- Demonstrate proficiency in Salesforce for donor and volunteer data management.
- Be a proactive and observant multi-tasker capable of governing the development workload and prioritizing tasks in a fast-paced environment.
- Attend events in the evenings and on weekends as needed to serve as a representative of Dress for Success Columbus.
- Maintain strict confidentiality of donor data.
- Embrace additional duties as assigned.

### **Experience**

- **Proven Leadership and Strategic Thinking:** They should have a track record of strategic leadership in fundraising, demonstrating the ability to develop and execute plans to enhance organizational resources effectively.
- **Dynamic Energy and Enthusiasm:** The ideal candidate should exude high energy and enthusiasm, essential for driving successful fundraising initiatives and motivating the team.
- **Strong Relationship Building Skills:** They should excel in building and nurturing relationships with diverse stakeholders, including corporate, government, foundation funders, and individual donors.
- **Results-Oriented Approach:** The candidate should have a results-oriented mindset, with a proven ability to secure new and increased funding for programs and events.
- **Excellent Communication Skills:** Effective communication is crucial in this role, encompassing not only interpersonal skills for relationship management but also the ability to articulate the organization's mission and fundraising needs compellingly.
- **Organizational and Project Management Skills:** They should demonstrate strong organizational and project management abilities, capable of overseeing multiple fundraising initiatives simultaneously while ensuring timely execution and delivery.
- **Team Leadership & Supervisory Experience:** Experience in leading and supervising teams, including staff and volunteers, is essential for effectively managing the development function and fostering a collaborative work environment.
- **Adaptability & Innovation:** The ideal candidate should be adaptable to changing circumstances and innovative in their approach to fundraising, exploring new avenues and strategies to maximize resources.
- **Tech-Savvy and Data Proficiency:** Proficiency in utilizing fundraising software such as Salesforce for donor and volunteer data management is crucial, highlighting their comfort with technology and data-driven decision-making.
- **Commitment to Confidentiality and Integrity:** Maintaining strict confidentiality of donor data and upholding ethical standards and integrity in fundraising practices are non-negotiable qualities for the ideal candidate.

- **Passion for the Mission:** The ideal candidate should demonstrate a genuine passion for Dress for Success Columbus's mission, aligning with the organization's values and commitment to empowering individuals through its programs and services.

### **Qualifications**

- Master's Degree preferred Bachelor's Degree required.
- Non-profit experience preferred.
- Proven track record of fundraising success.
- Minimum of 5 years of diverse fundraising experience.
- Experience managing staff and volunteers.
- Advanced Microsoft Office and Salesforce skills.
- Excellent written and verbal communication skills.
- Experience in the development and management of fundraising events.
- Experience in managing marketing and communications.
- Ability to multi-task with a high level of independence and accuracy, set priorities and deliver on deadlines.
- Exceptional interpersonal skills and professional composure.
- Professionally dressed at all times as a Dress for Success Columbus representative.
- Have the ability to manage the physical demands of the role.

### **To Apply:**

Interested candidates can send their resume and cover letter with Director of Development in the subject line to [careers@dfscmh.org](mailto:careers@dfscmh.org). **Resumes will be accepted through Friday August 23, 2024.**