



Girls Incorporated®
of Alameda County

Girls Inc. of Alameda County Chief Development Officer

Girls Inc. of Alameda County's mission is to inspire all girls to be strong, smart, and bold. Since 1958, we have responded to the unique needs of girls aged 5-18. We empower girls in underserved communities, equipping them to navigate gender, economic, and racial barriers and grow into healthy, educated, and independent adults. All programs are developmentally appropriate, supporting girls' changing needs as they grow. From literacy activities in elementary school, to exciting hands-on science projects in middle school, to building leadership skills and college readiness in high school, Girls Inc. girls receive the support and the opportunities they need to thrive. We are an affiliate of the national Girls Incorporated, the nation's leading expert on issues affecting girls and young women.

SCOPE AND CHALLENGES

We have an exciting opportunity for a dynamic Chief Development Officer (CDO) who will lead a strong team to successfully raise the \$6.9M fiscal year budget, by overseeing major gift initiatives and institutional giving strategies, large scale events, marketing and public relations efforts, and the enhancement of systems to track and manage progress. The CDO will be a thought leader who is excited to be part of a growing organization, provides executive-level leadership, reports to the CEO and sits on the existing executive team and the senior leadership team, which, together, are responsible for the strategic direction and overall management of the organization. The position will build upon the momentum generated in the last few years - through Girls Inc.'s move to our flagship downtown Oakland Simpson Center for Girls, brand refresh, and development of a three year strategic plan.

PRIMARY RESPONSIBILITIES:

- Lead, manage and supervise a team of 6.5 staff in all fundraising efforts including major gifts and institutional giving, including acquisition, cultivation, solicitation, donor stewardship, direct mail, events, grant writing, volunteer management, marketing and public relations.
- Develop, execute and expand existing annual fundraising and communications plan
- Work closely with the Chief Executive Officer, Board and volunteers to strengthen fundraising efforts
- Expand and manage Major Donor program and oversee large special events Oversee the production of fundraising and public relations materials, and marketing and public relations plans to enhance public relations efforts and strengthen visibility in the community

ESSENTIAL KNOWLEDGE AND SKILL REQUIREMENTS:

- Strong team leader with eight to ten years' experience in nonprofit diversified fundraising
- Demonstrated success in relationship management including the ability to cultivate, solicit and steward major gifts
- Strong communication skills, both verbal and written, including demonstrated presentation and public speaking skills and the ability to network
- Successful track record working with nonprofit boards of directors
- Excellent project management skills with the ability to exercise independent judgment and critical thinking
- Well-honed planning, forecasting and budgeting skills with attention to detail
- High level of integrity, diplomacy and initiative
- Ability to work independently, under pressure and handle multiple projects simultaneously and meet deadlines
- Experience with Raiser's Edge Software
- Advanced degree and/or CFRE certification a plus

Salary: Commensurate with Experience

Benefits: 100% paid medical insurance; voluntary dental, vision, 403B, Flexible spending and pre-tax parking and transit plans are also available. Excellent paid leave package (includes 12 holidays and generous vacation).

Girls Inc. of Alameda County is an Equal Opportunity Employer and encourages diversity in all facets of the organization's work. At Girls Inc., promoting, celebrating, and supporting diversity is core to our mission. Individuals are considered without regards to race, gender, age, sexual orientation, gender expression, religion, color, veteran status, disability, marital status, or ancestry. People of color are strongly encouraged to apply for this position.

To apply: submit a resume, thoughtful cover letter detailing your interest and qualifications, and a salary history to: jen@colosiassociates.com

For more information about Girls Inc., please view our website at www.girlsinc-alameda.org