



Visit our website: sparkdallas.org

Mission: To ignite the spark of creativity inherent in all children.

Job Description: Director of Development

Reports to: President & CEO

Position Summary:

SPARK!, a nonprofit organization, is looking for a Director of Development to join the executive team to support the vision and to contribute to the 5 years growth strategy. The candidate is responsible for planning, organizing and directing all fundraising activities, including grants, major gifts, annual fund, planned giving, special events, stewardship, recognition and capital campaign. As a member of the Leadership Team, this candidate will support a multi-year growth plan enabling the organization to relocate and serve a far greater population of children, while continuing to support ongoing operations in our present location. SPARK! is a fast paced, growing nonprofit organization with a strong set of values: Creativity, Community and Integrity.

Responsibilities:

- Create and execute the development strategy to grow SPARK! from a prototype facility into our vision
- Build the SPARK! development department to a level that achieves the capital campaign objectives
- Promote the work of SPARK! throughout the community in a manner that will encourage people to share of themselves and their finances; and to become engaged in providing regular support
- Develop and implement an infrastructure for the strategic cultivation and stewardship of event donors to become long-term donors to SPARK! ensure proper post-event follow up plans are executed
- Plan, organize, and direct all fundraising initiatives, the major gifts program, annual fund, planned giving, special events, grants, online giving and capital campaign.
- Make public appearances and speaking engagements both inside & outside SPARK! to share the work of SPARK! with the community
- Meet prospective donors and supporters on a regular basis to maintain donor engagement
- Coordinate the work of the board of directors' development committee
- Work closely with marketing on development materials for fundraising events

Qualifications:

- Bachelor's degree
- 10 plus years of demonstrated leadership success in designing and managing comprehensive annual giving programs and fundraising events for nonprofit
- Creative problem-solver who will excel in a new, growing and fast paced environment
- Ability to work well independently while maintaining strong collaborative relationships throughout the organization
- Demonstrably high level of confidence gained from experience as a successful fundraising professional; emotionally resilient
- Passionate and genuine service-oriented disposition
- Demonstrated knowledge of the dynamics of this area's political, educational and corporate entities
- Innovative strategies for networking, team building and growing revenue streams
- Visionary with a strong ability to lead boldly
- Diversified oral communicator who excels in the art to engage and inspire potential donors
- Cultivator of long-term relationships and legacy givers, as much as first-time donors
- Passion for the work and programs of SPARK! and ability to effectively communicate the organization's vision to a wide range of audiences
- Ability to manage multiple projects at one time
- Strong computer skills and donor database knowledge including: PowerPoint, Excel and Salesforce
- Must be eligible to work in the U.S.

Please send cover letter & resume to: careers@sparkdallas.org

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