



Southern Caregiver Resource Center

Caring for those who care for others

JOB ANNOUNCEMENT DIRECTOR OF DEVELOPMENT

Organization

Southern Caregiver Resource Center (SCRC) is a private, non-profit social services agency that has been offering services to family caregivers of adults with chronic and disabling conditions since 1987.

Position Description

Reporting to the Executive Director (ED), the Director of Development (DD) is an exempt position and a member of the Senior Management Team. The DD works with Staff and Board Leadership to develop a culture of philanthropy for SCRC which includes developing and implementing a short and long-term strategic plan for growing the base of individual supporters, major donors, corporate partners, planned gifts and foundation support to meet the increasing demands of the organization. The position also works with volunteers and key staff on fundraising projects, creates engagement opportunities and provides guidance and coaching. The DD also serves as a liaison to agency partners, media, community stakeholders and donors.

Qualifications

- A bachelor's degree in business administration, communications, marketing, gerontology, social work, non-profit management, or a related field; CFRE designation desirable.
- A minimum of five years proven fundraising experience generating \$300,000 + of revenue annually.
- Familiarity with San Diego's philanthropic community.
- Experience and knowledge with non-profit operations and management.
- Passionate, innovative self-starter, accountable for results, detail oriented, efficient, accurate, and able to balance and prioritize tasks and projects in a constant changing fast-paced setting.
- Proven team player; ability to collaborate and engage all internal/external stakeholders.
- Demonstrated strength in oral communication, including ability to persuasively present and interpret the mission, goals and programs of agency to prospective donors and volunteers, in individual meetings and in front of groups.
- Demonstrated ability to communicate effectively in writing to a variety of audiences, analyzing data, preparing proposals and reports.
- Computer proficiency in MS Office (e.g. Word, Excel, PowerPoint) and database management.
- Proof of a valid California driver's license, adequate automobile insurance coverage and vehicle for use on the job, or reliable transportation.

Salary and Working Hours

Salary commensurate with experience, plus excellent benefits including generous paid time off, sick time, holidays, health, dental, vision, EAP and 403B. Position works 40 hours per week, typically Monday through Friday. Must have ability to work evenings and weekends as required.

Application Process

Submit resume to Kami Shevlin, Director of Administrative Services, at kshevlin@caregivercenter.org