



**Title:** Development Director

**Organization:** Equality Texas Foundation and Equality Texas

**Reports to:** CEO

**Salary:** \$70,000 – \$80,000+ (based on experience), plus medical coverage with FSA option, vision, dental, life, short term disability, and generous PTO.

**Location:** Austin Preferred

## THE POSITION

Equality Texas is seeking a Development Director who will help imagine and drive the implementation of a strategic and ambitious fundraising plan. The Director is responsible for the organization's income-generation strategy and success, working closely with the Chief Executive Officer, Board of Directors, and Development Associate to ensure the strategy is in line with our priorities and plans for growth. The Development Director will ensure we raise funds through effective and diverse income-generating streams including individual giving and major gifts, corporate and foundation giving, planned-giving, and events. The candidate will be able to work across diverse teams and work styles and help the organization design and administer systems that make our workflow more efficient.

## PRIMARY RESPONSIBILITIES

- Create and oversee execution of strategy to dramatically grow Equality Texas's fundraising over the next 3 years.
- Direct the annual fund program, including mailings and annual fundraising drives.
- Plan and execute signature events including Austin Gala, San Antonio's Spirit of Texas Event, Amarillo's Halloween Party, and Dallas's Love Equality.
- Oversee grant seeking including research, proposal writing, and reporting requirements.
- Build out major gift portfolios for CEO and Board Members that include individuals, corporations, and foundations.
- Assist Equality Texas team in securing corporate sponsorship for core fundraising events.
- Research, apply and report on foundation and other institutional sources.
- Steward current funders while growing revenue from new sources.
- Oversee donor cultivation events such as funder briefings, mailings to funders, and foundation plans for cultivation and relationship maintenance.
- Develop and maintain ongoing relationships with major donors.
- Strengthen and expand the Equality Club, Capitol Club, and Texas GEMS donor circles.
- Create a moves-management plan that includes individualized donor cultivation, special events, and relationship building and enhancing activities.
- Manage fundraising database and tracking systems.
- Work with Development Associate to establish strong internal systems for coordinating and tracking development work.
- Ensure all fundraisers in the organization have clear fundraising work plans and goals.
- Oversee creation and maintenance of fundraising materials including one-pagers, annual reports, and corporate giving resources.
- Provide excellent and regular supervision and support to development staff.



- Develop organizational income projections, accurately tracking progress towards those goals, and ensure that the goals are met and that the organization operates with a positive net operating income and continues to grow.

### **ADDITIONAL RESPONSIBILITIES**

- Work with the Communications team to come up with online campaigns around key dates like AmplifyAustin, Giving Tuesday, and GiveOUT Day.
- Work closely with the Board to inspire greater participation with development efforts, capitalizing on the resources, talents, and networks the Board offers.
- Provide writing support where necessary for prospect proposals, grant reports, print publications, and internal communication as needed.
- Motivate, coach, and manage the development team to ensure professional growth and attainment of team-wide and individual goals.

### **CANDIDATE PROFILE/REQUIREMENTS**

- Demonstrated commitment to achieving full legal and lived equality for LGBTQ+ people in Texas.
- Extensive experience as a fundraiser with a proven track record of success in personally cultivating, soliciting, and securing major gifts.
- A strategic thinker with a focus on improving systems, coordinating efforts, using data to drive decision making, and an unwavering commitment to reaching goals.
- Sustained successful leadership achieving fundraising goals in a nonprofit organization.
- Proven ability for bringing together different departments within an organization to work together toward a shared vision and goals.
- An ability to secure funding from diverse sources — including major donors, foundations, and corporations.
- Exceptional written and oral communication skills.
- Strong analytical and organizational skills.
- Excellent interpersonal skills including the ability to work successfully with diverse audiences, i.e. staff, management, board members, volunteers, donors, and vendors.
- Experience using databases like EveryAction, Raiser's Edge, or Salesforce.
- Adaptive leadership style with the ability to problem-solve, navigate complex situations and relationships, and take advantage of strategic opportunities.
- Previous experience with both 501(c)3 and 501(c)4 organizations.
- A commitment to diversity — specifically, the ability to interact professionally with dedicated Board and staff members who have diverse backgrounds, professional skills, and perspectives.
- Tenacity, grit, and resilience — doing this work in Texas demands it!

### **APPLICATION INSTRUCTIONS**

Send a cover letter and resume with three professional references by email to [jobs@equalitytexas.org](mailto:jobs@equalitytexas.org) describing your interest in this position, and the ways in which you satisfy the qualifications specified above. Include "EQTX Development Director" in the subject line of your email. When submitting your application, please be sure to submit both



a cover letter (with a document name formatted as “Last name.First name-Cover Letter”) and your resume (with document name formatted as “Last name.First name-Resume”). Please also indicate in your cover letter where you heard of this career opportunity. No phone calls or walk-ins, please. Applications accepted until the position is filled.

*Equality Texas values the leadership of people of color and LGBTQ+ individuals, and strongly encourages people of all traditionally underrepresented identities to apply.*

*No applicant will be discriminated against because of race, color, sex, sexual orientation, gender identity or expression, age, religion, national origin, disability, ancestry, marital status, veteran status, medical condition or any protected category prohibited by local, state or federal laws.*

## ORGANIZATION OVERVIEW

Equality Texas envisions a Texas where all LGBTQ+ people and their families have full equality in the hearts and minds of their fellow Texans and in all areas of the law. Headquartered in Austin, Equality Texas is dedicated to securing full legal and lived equality for LGBTQ+ Texans through political action, education, community organizing, and collaboration. With tens of thousands of members across the state, Equality Texas is the state’s leading state-wide organizing and advocacy organization for LGBTQ+ Texans.

Today’s Equality Texas is comprised of two connected nonprofit corporations:

- **Equality Texas Foundation**, a 501(c)3 non-profit organization that provides educational programming on LGBTQ+ issues and conducts campaigns to build public support for equal rights, and
- **Equality Texas**, a 501(c)4 organization that conducts direct lobbying and advocacy efforts to advance pro-LGBTQ+ legislation and candidates and to defeat anti-LGBTQ+ legislation.

Each organization is governed by a volunteer Board of Directors; these Boards have 33 members in total who represent a cross-section of LGBTQ community, business, and philanthropic leaders and allies. Equality Texas had combined (c)3 and (c)4 revenue of roughly \$1.2 million in 2020.

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