

Development Director

College Possible – Austin, TX



EMPLOYMENT

Full-Time Exempt



START

Immediate



LOCATION

Austin, TX



REPORTS TO

Executive Director

Development Director

College Possible Texas - Remote (Commuting distance to Austin TX)

Salary – 80,000 annually

About College Possible

As one of the largest and most successful college access and success programs in the country, since 2000 College Possible has helped put more than 59,000 students from disinvested communities on the path to economic mobility via completion of a college degree. Its proven near-peer coaching model, delivered by recent college graduates serving as AmeriCorps members, provides high-touch interventions proven to help students navigate and overcome the most common barriers to college access, retention, and degree completion. Nationwide, College Possible students are three times more likely to earn a bachelor's degree within six years than their peers from similar backgrounds.

College Possible is a growing nonprofit coaching students from low-income backgrounds to and through college to break the cycle of poverty and empower the next generation of leaders. Our model has earned national recognition: the inaugural Evergreen National Education Award recognized our leadership in increasing access to and success in college for students from low-income backgrounds. It also earns top-of-field results: a Harvard study found that the program more than doubles a student's chance of enrolling in a four-year college, and our students are four times more likely to become college graduates than their low-income peers. College Possible has a budget of \$33 million, more than 128 full-time employees and more than 321 AmeriCorps and VISTA service members. During the 2021-22 school year, we reached an estimated 21,245 students in all 50 states, with the support of 169 partner high schools and 107 partner colleges.

College Possible is committed to diversity, equity and inclusion, and seeks to build a diverse workforce to create impact in partnership with the communities we serve. We welcome a diverse pool of qualified applicants. For each of its positions, College Possible is mindful about what best serves our students, and seeks to hire staff with relevant experience, skills and aptitude, and a commitment to the power of education. To learn more read our [Diversity and Inclusion Plan](#).

Headquartered in Saint Paul, MN, College Possible operates: regional sites in Chicago, IL; Milwaukee, WI; Omaha, NE; Philadelphia, PA; Portland, OR; and Seattle, WA; Austin, TX; and has Catalyze partnerships in California, Iowa, Minnesota, New York, Ohio, and Tennessee. Learn more at CollegePossible.org.

Your Role as Development Director



The Development Director is responsible for managing, coordinating, and achieving revenue goals to support organizational priorities. This position works closely with the Executive Director and the Advisory Board to lead, support, and achieve all fundraising activities through building relationships with corporations, foundations, individuals, organizations, and government entities. In collaboration with the Executive Director, this position will lead in the development and implementation of the CP Texas fundraising plan including grants, events, and all solicitations as well as the design and implementation of the CP Texas marketing and communications plan.

Major Gifts: Act as primary manager to identify, cultivate and play a lead role in soliciting and closing major gifts from foundations, corporations, and high net worth individuals that generate five figure gifts and above.

Strategic Planning and Analysis: Develop and execute an annual fundraising plan, to include revenue forecasts, financial modeling, donor cultivation, solicitation, and stewardship strategies to meet and exceed annual fundraising targets. Analyze local data and monthly reports across all strategic outreach efforts and campaigns to critically assess effectiveness and progress towards goals. Responsible for analyzing and monitoring program data being reported to board and donors.

Grant and Appeal Writing: Develop, write, and submit grant proposals, direct mail, and digital appeal campaigns to support the achievement of CP Texas annual revenue goals. Build proposal budgets and incorporate financial modeling and forecasting techniques that support grant proposals. Use the Salesforce database and internal tracking practices to record application and reporting deadlines to ensure timely submission and compliance.

Prospecting and Cultivation: Lead prospecting and donor research to cultivate high-net-worth individuals and secure institutional support. Work with the Executive Director to implement strategies to inspire prospective supporters to become donors and increase the number of donors to the annual operating fund.

Fundraising Events: Plan and implement events and activities (volunteer experiences, tours, receptions, friend-raisers, etc.) for individual major gift donors, using existing activities as appropriate. Engage in networking activities or other opportunities to generate potential donor prospects for cultivation.

Relationship Management and Stewardship: Track and report relationship management activity using Salesforce CRM system, including identification, qualification, cultivation, solicitation, proposal submission, and stewardship of prospective and current funders. Monitor weekly, monthly, quarterly, and annual activity to achieve individual performance measures (e.g. meetings, proposals, major gift revenue) through a strong stewardship strategy.

Communications/Marketing: Lead the communications, marketing, and public relations efforts for College Possible Texas and work closely with the National Communications Team. Oversee heads-up marketing efforts- quarterly newsletter, social media, marketing slide deck and website maintenance. Manage the creation and production of printed and electronic newsletters and press releases, and guide media relations and social media strategies.

Site Leadership: The Development Director plays a critical role as a leader at the Texas site. They will represent College Possible externally within the business, academic and philanthropic communities. They will build a strong culture of collaboration, excellence, and strong strategic leadership.

Other duties as assigned or required

What You Bring

Education/Certifications/Licenses:

- Bachelor's degree required
- Master's degree and/or CFRE preferred

Related Work Experience:

- A minimum of 7 years work experience, with four years of fundraising experience
- A minimum three years of supervisory experience preferred

Position Qualifications:

- Must possess strong written, oral and presentation communication skills, and have substantial experience in developing clear and concise funding proposals
- Must have a demonstrated ability to meet financial goals for major gift giving, with a proven track record of cultivating and securing five-figure gifts and above, and successful experience in making cold calls, as well as developing cultivation and solicitation strategies
- Individual must be able to think strategically and creatively, and must have excellent interpersonal skills and a demonstrated record of completing assignments, multi-tasking, meeting deadlines, and working with minimal supervision
- Individual must possess a significant commitment to the mission of helping historically underserved students earn admission to college and persist toward degree completion
- Experience with federal grant writing and compliance is a plus
- Strong management abilities with significant experience supervising people

Computer/Software Skills:

- Strong computer skills, including demonstrated proficiency in: Microsoft Word, Excel and donor database software
- Salesforce and Raiser's Edge experience preferred

Other Skills and Abilities:

- Self-starter with the ability to prioritize multiple projects and deadlines simultaneously
- Proven record of facilitating collaboration and cooperation with organizations and the community
- Attention to detail, including proofreading and project follow-through
- Comfort with data collection, analysis, and a strong focus on results

Physical Requirements:

- Ability to lift up to 15 pounds when needed
- Office environment with limited travel
- Ability to stand and/or sit for a minimum of 7 hours a day

What We Offer

In addition to joining a committed, diverse, values-based organization, we offer:

- An opportunity for you to have a tremendous impact both internally and in the broader country
- A competitive salary commensurate with experience
- Excellent benefits including complete health, dental, life, short-term and long-term insurance
- 401(k) retirement plan
- Encouraged sustainability through a generous paid time off program
- Personalized professional development and growth opportunities

To Join Our Growing College Possible Team:

Please apply at: www.CollegePossible.org/careers Include a resume, cover letter.