

Chimpanzee Sanctuary Northwest is one of only a handful of chimpanzee sanctuaries in the country. We are the youngest organization in the chimpanzee sanctuary community, having chimpanzee residents for just under 4 years. Our operating budget in 2011 was approximately \$450,000, which is intentionally and rapidly increasing due to our success and visibility in the community. The Director of Development is a new position and will be expected to build on this success, focusing on increasing gifts from major donors and cultivating major donor prospects. In addition, the Director of Development will oversee fundraising appeals, grant writing, and execution of our annual fundraising events. See full position description below.

What we have to offer:

- *Great organizational attitude toward fundraising – all staff understand that fundraising is infused in every position, and everyone has a role to play. The Director of Development will be the leader, but not the sole actor.*
- *One hundred percent giving from the Board of Directors*
- *Great stories to tell and seven wonderful chimpanzees who inspire all who meet them*
- *A very devoted base of supporters*
- *A flexible schedule (30 hours a week) and work from home convenience (must be located in the greater Seattle area with ability to commute to the sanctuary at least a few times a month)*
- *Full medical, dental and vision coverage, plus short and long term disability after 90 days of employment*
- *Generous paid time off package*
- *\$32,000 to \$36,000 per year compensation, depending on qualifications*

What you've got:

- *3 - 5 years of progressively responsible growth and experience in fundraising and resource development*
- *Demonstrated ability to manage budgets and control expenses*
- *Proven expertise and track record with major donor and annual fund development*
- *Some knowledge of the animal or environmental protection fields*
- *Passion for networking and relationship-building*
- *Great attitude: you'll get it done*
- *Bachelor's degree (required)*

We'd be extra excited if you bring:

- *Commitment to the animal protection movement*
- *Knowledge of primates*
- *Experience managing large scale events*
- *An entrepreneurial spirit*
- *A "listen-first" ethic*
- *Advanced education in a nonprofit field*

Nature of Position

Spearheads, manages and expands all fundraising components of the organization. Makes the experience of giving to CSNW a satisfying and rewarding one.

Relationship to Staff and Board

Along with the Executive Director, Director of Operations, and Director of Outreach, participates as a member of the Management Team. Works with the Director of Outreach to plan and execute annual events such as our gala auction and wine tasting. Supervises the activities of development staff and volunteers. Drafts development staff position descriptions to be approved by the Executive Director. May participate in and/or support the Board Development Committee as needed. Reports to the Executive Director.

Position Duties

- Create and implement the organization's annual and multi-year development plans, including setting measurable goals and objectives
- Strengthen, diversify, and increase CSNW's array of funding streams including annual gifts, major gifts (\$1000+), foundations, corporate partnerships, planned giving and events
- Develop and expand the strategy to sustain CSNW's annual fund including creating numerous, efficient, and compelling opportunities for donors to support the organization
- Produce solicitation materials that engage supporters and encourage them to donate
- Develop plans and execute partnerships with board members and staff to identify major donor prospects, and cultivate and solicit major gifts
- Help board members build confidence, skills, and enjoyment in development activities by creating replicable fundraising tools
- Launch and support the annual board campaign
- Plan and help coordinate annual fundraising events
- Work with supporters to hold private fundraising events and other opportunities
- Research, write and submit grant proposals to foundations and corporations and track reporting requirements
- Oversee effective donor database management (currently CSNW uses Blackbaud's Kintera)
- Stay up to date and informed about changes that are relevant to fundraising in our field, to the organization's mission, and to the development profession

Learn more about us at ChimpsNW.org and see a recent news story here: tinyurl.com/ChimpsOnKOMO. Last day to apply is March 10, 2012. Final candidates will be asked to attend our wine tasting event on March 24 where they will be able to mix and mingle with staff, volunteers, supporters, and members of the Board. To apply, please send résumé, cover letter (2 pages max), and contact information for three professional references to Sarah Baeckler, Executive Director, at sarah@chimpsnw.org. No phone calls please.