



**INSPIRING
YOUTH**

Position Title: Director of Development

Reports To: Vice President, Impact

Type: Full Time, Exempt Monday-Friday occasional weekend/evening as needed

Compensation: \$80,000-110,000 Annual Salary

Organization Summary:

Junior Achievement of San Diego County (JA San Diego) empowers young people to own their economic success through Common Core-aligned K-12 programs focused on financial literacy, work readiness, and entrepreneurship. These programs enable students to make a connection between what they learn in school and how it can be applied in the real world—enhancing its relevance and increasing students’ awareness of the value of education, the importance of planning for the future, and the impact of their decisions. These early insights are essential building blocks for economic empowerment and self-sufficiency.

JA San Diego associates are known for their passion for the JA mission to empower youth and drive to build a bright future for San Diego. JA San Diego offers a collaborative, innovative, and inclusive work environment.

Job Function:

The Development Director at Junior Achievement San Diego (JA San Diego) develops fundraising strategies and actively engages in and supports fundraising efforts to secure financial support from individuals, corporate partners, foundations, and other sources. This role involves management of the overall fundraising operation; oversight of prospect and donor research, screening, and qualification; proposal and grant writing and management; event planning and execution; personalized prospect and donor relationship management, donor recognition and stewardship activities; and support to executive and volunteer leadership in their fundraising activities all to advance JA's mission of empowering young people to succeed in a global economy. This role, in collaboration with CEO, VP of Impact, and Development Coordinator, is responsible for an organizational fundraising goal of \$2.5 million and growing.

Essential Functions

- Responsible for managing and executing a comprehensive fundraising operation and strategies, including:
 - Special events, annual fund and leadership annual giving, major gifts and grants, legacy / planned gifts; special, targeted, or comprehensive campaigns
 - Contributions from individuals, corporate partners, foundations, government, and other sources; and sponsorships
 - For unrestricted / operations, programs and services, and special initiatives and campaigns
- Represents Junior Achievement in the local community and participates in networking, outreach activities, and collaborations to advance the organization's fundraising efforts and mission.

- Proactively manages staff and the fundraising roles and activities of professional colleagues and executive and volunteer leadership.
- Assists in engaging and recognizing volunteers contributing to fundraising efforts and events.
- Assists in planning and executing fundraising events, coordinating logistics, and supporting their success.
- Manages the proposal development and grant-seeking process, including research, proposal development, submission, and reporting, to secure foundation, government, corporate, and individual financial support.
- Collaborates with local businesses and organizations to explore partnership opportunities, sponsorships, and in-kind donations.
- Collaborates with team members to create donor communications, promotional materials, and social media content that engages donors and the community.
- Supports donor relationships by managing communications, recognizing contributions, and ensuring timely donor acknowledgments and effective stewardship strategies.
- Maintains accurate records of donor information, gifts, and interactions in the donor management system, ensuring data integrity and compliance with reporting requirements.
- Researches and qualifies potential donors and funding opportunities to expand the donor base and diversify funding sources.
- Analyzes donor data and fundraising performance to make data-driven decisions, track progress, and identify areas for improvement.
- Stays updated on best practices in fundraising and development, seeking opportunities for professional growth and networking within the field.

Qualifications:

- 3 to 4 years of relevant experience in fundraising, development, or related fields; CFRE, and/or relevant fundraising certificate holders encouraged.
- Proven track record of an ability to articulate, solicit, and follow-up on funding opportunities from individual, corporate, foundation, government, other institutional supporters.
- Ability to secure five and six-figure-plus gifts; and actively manage a portfolio of 50-75 major gift donors and prospects.
- Track record in securing support for various priorities, including operations, programs and services, capital and endowment
- A comprehensive understanding of donor engagement, stewardship, and the ability to build and maintain long-term donor relationships.
- Exceptional strategic planning skills to develop and execute comprehensive fundraising strategies aligned with Junior Achievement's goals.
- Strong leadership and team management skills to oversee direct reports and provide guidance to achieve fundraising targets.
- A proven ability to manage "out" to professional colleagues and "up" to executive and volunteer leadership.
- Outstanding written and verbal communication skills to effectively convey Junior Achievement's mission and impact to donors, volunteers, and the community.

- Align with JA San Diego Values of People, Progress over Perfection, and Positivity.

Benefits:

- Medical (75% employer paid for staff and 50% for dependents), dental and vision (75% employer paid for staff and dependents), life (100% employer paid) and long-term disability insurance (employee paid)
- 401k plan with employer match
- PTO, Sick time, and paid time off for major holidays

To Apply:

Send cover letter and resume to: Linda O'Connell, loconnell@jasandiego.org

This position description is a general overview of the duties to be performed by the employee occupying this position. This document does not create an employment contract implied or otherwise, other than an "at-will" relationship.