

Job Location: Hybrid, Downtown Chicago (One day a week)

Interviews: Virtually and onsite.

Are you looking for a hybrid role with flexibility? Do you have a strength and passion for fundraising and donor engagement? Do you have experience building or creating new processes for donor platforms and databases? Due to expansion, Illinois Coalition for Immigrant & Refugee Rights (ICIRR) is looking for a Sr Director of Development to join the team.

Company Overview:

The Illinois Coalition for Immigrant and Refugee Rights (ICIRR) is a coalition of more than 130 member organizations that works to build power in immigrant communities and advance a pro-immigrant platform at the local, state, and federal levels.

ICIRR ensures the effectiveness of our member organizations by providing ongoing leadership development opportunities, promoting citizenship and civic participation, monitoring and analyzing immigrant-related laws and policies, forming cross-ethnic alliances, and informing the general public about the positive contributions of newcomers to Illinois and the U.S. We work not only for immigrant justice but for racial and economic justice for ALL. To learn more, please visit our website: www.icirr.org

Position Summary:

The Senior Director of Development is a newly created position that will be responsible for creating, shaping, and implementing development strategy and the overall fundraising efforts of both the 501c3 and 501c4 sides of our organization. This new position is part of the reorganization of our development department over the past few years into a three-person team. The job description aims to be comprehensive but will evolve as the work evolves and will seek to maximize the skills and talents of the new hire.

Responsibilities:

- **Participate at the highest level of organizational strategy and goal setting** alongside the CEO Director, Board members, consultants, and fellow directors.
- **Work with leadership and the development team to establish a culture of donor recognition and engagement.** Strategize ways to engage donors and to involve staff, Board and volunteers in donor communications and relationship building.
- **Work with leadership and the development team to set annual revenue and fundraising goals** and new donor and existing donor retention goals.
- **Work with leadership and the development team to develop an overall grants strategy** for the organization.
- **Lead the work for ICIRR's annual fundraiser and other special events,** including sponsorship strategy, communications, research, and Board and staff participation. (The annual fundraiser has been remote for the past three years.)
- **Review and analyze donor data to identify and qualify new major gift and planned gift prospects,** create donor profiles and prioritize key actions for the CEO, Board and

staff around solicitation, cultivation and stewardship. Aim to develop a major gifts program in the first two years.

- **Coordinate the creation of collateral and marketing materials** to support donor cultivation across all media and formats.
- **Maximize the donor database (Bloomerang)** to support long-term individual donor development.
- **Support the creation of a board development committee** to promote and fundraise for the organization.
- **Supervise the Grants Director and Development Manager.**
- **Other duties as assigned.**

Requirements:

- Bachelor's degree or relevant work experience.
- 5+ years' experience in developing and executing a multi-pronged fundraising strategy for a multi-million-dollar organization.
- Experience with fundraising platforms/databases.
- 3+ years' experience managing and supporting people.

Required Skills:

- Excellent verbal, written, analytical, and interpersonal skills.
- Ability to work in a fast-paced environment and respond to changing priorities.
- Track record of identifying, cultivating, and soliciting significant individual and institutional donors.
- Knowledge of individual donor platforms/databases.
- Experience with prospect research.
- Experience with strategic communications.
- Experience fundraising for a community organizing (or nondirect service) organization.

Company Offerings:

In support of our co-workers, we offer 100% company paid HMO Medical Plan, vacation/personal/sick days with an additional paid week at the end of the calendar year, and 403b matching. After four years of service our co-workers are eligible for a 60-day sabbatical.

To apply: Qualified candidates, please submit your resume by clicking the apply link:

<https://icirr.recruitpro.com/jobs/251310-29104.html>

ICIRR is an equal opportunity employer.

Keywords: Director of Development, Fundraising Director, Director of Major Gifts, Development Leader, Director of Annual Giving, Fundraising Manager, Senior Fundraising Manager,

Development Manager, Senior Development Manager, Business Development Manager, Associate Development Director, Associate Director of Development, Fundraising, Senior Development Director, Development Director, Non-profit Development, Fundraising/Development, Major Donor Relations, Chief Development officer, Major Gifts