



Position Title: Chief Development Officer (CDO)

Reports to: CEO

Time Commitment: Full-time 40 hours/week

Location: Hybrid in Dorchester, Massachusetts

About the [Louis D. Brown Peace Institute](#), Dorchester, MA

The Louis D. Brown Peace Institute (LDBPI) is a center of healing, teaching, and learning for families and communities dealing with murder, trauma, grief, and loss. We aim to transform society's response to homicide, ensuring all families are treated with dignity and compassion. Founded in 1994 after the murder of Dorchester resident, Louis D. Brown, the LDBPI is recognized across the state and country for the best practices in the field of homicide response. With over 30 years of experience, the LDBPI continues to innovate and grow.

Position Summary: A Unique Opportunity to Shape Development Strategy and Infrastructure for a Leading Organization in Boston

The Louis D. Brown Peace Institute (LDBPI) seeks an experienced fundraising leader to join the organization as its first Chief Development Officer (CDO). This is a unique opportunity to engage at an important inflection point for a high-impact, grassroots organization. Building on over three decades of accomplishments, the LDBPI is in the midst of a \$25 million capital campaign (Campaign for Peace) to build a permanent home for its work - a National Center of Healing, Teaching and Learning in Dorchester. At the same time, the LDBPI is continuing to develop its philanthropic infrastructure to ensure organizational sustainability and programmatic growth after the campaign concludes. The CDO will play a critical role by bringing their expertise, energy, and commitment to ensure that the LDBPI is well-positioned to achieve its future growth and impact goals.

Responsibilities:

The CDO will work closely with the CEO, Co-Executive Directors, volunteers (Board of Directors, Campaign Co-Chairs, Campaign Cabinet members), staff, and other partners to coordinate philanthropic activity across the organization. This includes all aspects of institutional, individual, and events fundraising to support the LDBPI annual operating budget (\$4+ million in 2026) and to reach the \$25 million goal for the Campaign for Peace (\$11 million raised as of April 2026).

The CDO reports to the Chief Executive Officer and will grow and manage the development team. Key areas of responsibility are:



Develop Comprehensive Philanthropy Strategy

- Design and implement a sustainable, coordinated, organization-wide philanthropy strategy that enables the LDBPI to achieve its mission, vision and goals
- Lead and manage the staff and volunteer teams to deliver on fundraising goals with alignment, clarity, and accountability
- Collaborate with LDBPI Communications and Storytelling team to produce compelling narratives and materials that support fundraising strategy
- Provide clear reports and updates to the CEO
- Partner with leadership to prioritize opportunities and effectively implement the philanthropy strategy

Lead and Implement Fundraising, Donor Cultivation, & Stewardship

- Oversee all aspects of fundraising, including annual appeal, events, and capital campaign
- Develop and renew the pipeline of prospective donors through research and community engagement
- Build and steward relationships with individual, corporate, and foundation donors.
 - Develop and implement strategies for approach, cultivation, and solicitation, including personally soliciting and closing six- and seven-figure gifts.
 - Design and implement (with staff support) intentional relationship-building pathways (e.g. curated convenings followed by 1:1 engagement)
- Partner with Board, Campaign Co-Chairs, and Cabinet members on donor engagement, preparing and positioning LDBPI leadership for high-level donor conversations and specific leadership asks

Build and Oversee Development Infrastructure & Operations

- Design and build the development team (currently 2.5 FTE), providing access to training for current staff and recommending new hires as needed
- Implement best-in-class fundraising systems - lead assessment of current systems (NEON) and ensure timely implementation of upgrades that will enable staff and volunteers to use data effectively
 - Manage and train staff to ensure timely and accurate gift processing, acknowledgements, pledges, and donor records
 - Oversee CRM data integrity, reporting, dashboards, and campaign tracking; provide support to enable staff to use the CRM system consistently
 - Coordinate closely with finance to ensure accuracy, transparency, and accountability across departments
 - Establish systems that strengthen stewardship and improve the donor experience

Qualifications & Skills:

- 7+ years of experience successfully developing and implementing comprehensive fundraising programs
- Demonstrated ability to build fundraising functions from early-stage to mature, including hiring/training, systems implementation, and process design



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- Experience raising comparable annual revenue (\$3M+) and capital campaigns (\$20M+) preferred
- Demonstrated track record of proven success in securing six- and seven-figure gifts from individuals, corporations, and foundations; experience with Boston Philanthropic networks are essential.
- Experience with and interest in building and implementing development systems (CRMs, data, and project management)
- Possess an entrepreneurial mindset and strong leadership presence combined with collaborative approach and willingness to engage at all levels to accomplish shared goals
- Have a passion for the mission of the Louis D. Brown Peace Institute and commitment to its vision and principles (Love, Unity, Faith, Hope, Courage, Justice, Forgiveness)

Benefits:

- Medical, 401K, group life, Aflac plans, annual self-care stipend, professional development opportunities and a generous time off package including paid vacation, PTO, flex time, paid holidays and extended paid sabbatical leave available to long-term employees.
- Opportunities for contribution and learning within a community-based, survivor-led organization.
- Extensive training in LDBPI's survivor-based model.

Salary Range:

- Annual salary range: \$100,000 - \$115,000, plus incentive plan aligned with Association of Fundraising Professionals (AFP) ethical guidelines. Compensation will be commensurate with candidate experience and organizational compensation framework

Anticipated Start Date: September 1, 2026

How to Apply:

Interested candidates should submit a letter of interest and résumé to jobs@LDBPeaceInstitute.org by June 1, 2026.

The Louis D. Brown Peace Institute is an equal opportunity employer and does not discriminate based on race, ethnicity, sexual orientation, nationality, ability, age, gender identity or gender expression or any other characteristic protected by federal, state or local laws. We celebrate diversity and are committed to creating an inclusive environment for all employees, interns and volunteers.