



Director of Development – Job Posting

About Volunteer New York!

Volunteer New York's mission is to mobilize our community to address its greatest challenges. We envision a community that is vibrant, resilient, and equitable and see volunteerism and civic engagement as powerful strategies for achieving this vision. Last year alone, Volunteer New York! mobilized over 40,000 volunteers across our region who contributed more than 530,000 hours of service at 350+ local nonprofit partners.

Position Summary

We are looking for a hands-on fundraiser with positive energy who works easily across teams and engages actively in the community. The Director of Development is responsible for building and executing a comprehensive development strategy to grow and diversify revenue across individual giving, corporate partnerships, foundation and government support, and signature fundraising events, including the Volunteer Spirit Awards.

Our ideal candidate combines strategic, creative vision with demonstrated hands-on success in fundraising, with an emphasis on individual giving, campaign management, and corporate giving. The Director of Development will manage a part-time Development Associate and will report to the Executive Director.

Responsibilities

Strategy & Management

- Develop and implement a comprehensive multi-year development plan and budget aligned with VNY!'s strategic plan that includes ambitious and achievable fundraising goals.
- Establish and monitor metrics and reporting to track progress against fundraising goals.
- Bring demonstrated campaign experience to designing and running time-bound fundraising initiatives with clear goals, messaging, and donor segmentation.
- Understand and communicate Volunteer New York's essential work in the community in all areas of fundraising.

Individual Giving

- Grow the individual giving program to include an annual fund and monthly giving through active identification, cultivation, solicitation, and stewardship of new and existing donors.
- Develop a donor moves-management system and year-round donor journey to ensure timely gift processing, acknowledgment, and accurate tracking in Bloomerang, with the support of the development associate.

Corporate & Foundation Giving

- Lead and grow VNY!'s corporate giving program to provide an annual offering of sponsorship and partnership opportunities for funders.
- Monitor foundation, corporate, and government grant opportunities; maintain relationships with existing funders; and coordinate with contract grant writers.
- Work in partnership with the Director of Corporate Partnerships to ensure a broad corporate strategy.

Special Events

- Manage all aspects of the Volunteer Spirit Awards (VSAs), VNYI's largest annual fundraiser, including the event sub-committee and contracted event planner.
- Oversee sponsorship strategy and execution for the 9/11 Days of Service series and Corporate Champions Giving Tuesday Breakfast & Hat Campaign, including tiered sponsorship packages
- Plan and manage smaller cultivation and stewardship events throughout the year.

Board Engagement

- Work with the Executive Director to grow strong and sustainable board fundraising efforts.
- Serve as staff liaison to the board's Development Committee.
- Meet regularly with board members, including attending board meetings and engaging them in identifying, cultivating, and advancing relationships with donors and corporate partners.
- Assist in identifying prospective new board and committee members.

Operations & Executive Support

- Manage the development budget and provide regular fundraising updates to the ED and finance team.
- Work with the Program Team and Corporate Partnerships team to track and report on funding.

Qualifications

Candidates must be able to point to direct, personal experience in each of the three areas below:

- Individual giving: Identified, solicited, and stewarded annual and major donors.
- Campaign experience: Designed and completed an annual and seasonal fundraising campaign.
- Corporate giving: Personally secured corporate sponsorships or partnerships.

In addition, candidates should have:

- Bachelor's degree with 5–7 years of fundraising experience, or a high school diploma with 7+ years of relevant experience; a track record securing four-, five-, and six-figure gifts.
- Experience overseeing the planning and execution of fundraising events (including 400+ guests).
- A strategic, data-informed approach to setting and achieving fundraising goals.
- Exceptional written and verbal communication skills with the ability to craft compelling, audience-specific fundraising materials.
- Strong organizational and project management skills and able to prioritize across multiple concurrent campaigns and events.
- Demonstrated ability to lead, coach, and inspire staff, board members, and volunteers as needed.
- Proficiency with donor CRM (Bloomerang preferred), Microsoft Office and AI tools.
- A collegial, collaborative management style along with a positive attitude.

Compensation & Schedule

- Full-time; hybrid schedule with three days per week in the office or out in the field, ability to attend occasional events in the morning or evening as needed
- Salary range: \$95,000-\$100,000 based on experience

How to Apply

Please submit a resume and cover letter to Laura Sliker at lsliker@kiwipartners.com with "Director of Development" in the subject line. Applications will be reviewed on a rolling basis until the position is filled.

Equal Opportunity Employer

Volunteer New York! is an equal opportunity employer and welcomes applicants from all backgrounds regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, or any other protected status.