



Director of Development Job Description

Description/Purpose

The Crisis Pregnancy Center of Tidewater (CPC) is seeking an innovative and strategic Director of Development to lead our organization's overall fundraising and development strategies. The Director of Development will oversee a team of dedicated professionals, including a Community Relations Manager and a Campaign Management Director, who will play integral roles in cultivating donors, securing new supporters, and managing campaign logistics to help fulfill CPC's mission to save lives, spare hearts, and spread the gospel of Jesus Christ in South Hampton Roads. This role requires exceptional leadership skills, and a proven track record of achieving ambitious goals while effectively managing a diverse team.

Responsibilities

The successful candidate will:

- Uphold CPC's policies and procedures
- Support the religious mission of CPC and encourage the spiritual growth of staff and clients
- Reinforce the humanity of the unborn child with patients, their guests, staff, and others
- Be able to share the gospel of Jesus Christ with patients and supporters and pray with them as appropriate
- Lead staff (or participate) in shared prayer and devotions as opportunities arise
- Contribute to overall team efforts by setting appropriate deadlines and ensuring effective communication
- Work with vendors, service providers, and/or volunteers as needed
- Perform other duties as assigned, dependent on organizational needs and employee skills
- Develop and execute a comprehensive and innovative development strategy aligned with CPC's mission, goals, and financial objectives
- Lead and mentor a high-performing development team, including a Community Relations Manager and a Campaign Management Director, providing guidance, support, and feedback to maximize individual and team success
- Collaborate with the Community Relations Manager to establish and implement effective Community Relations strategies, ensuring strong relationships are built with major donors, corporate sponsors, foundations, and other key funding sources
- Work closely with the Campaign Management Director to plan and execute fundraising campaigns, events, and initiatives, ensuring seamless logistics, coordination, and execution
- Cultivate and maintain relationships with major donors, churches, corporate sponsors, foundations, and key stakeholders to secure financial support and strategic partnerships
- Collaborate with the President and executive team to establish fundraising priorities, set ambitious revenue targets, and develop compelling cases for support
- Monitor and evaluate fundraising activities, track performance metrics, and provide regular reports to the President and the executive team
- Stay informed about emerging trends, best practices, and legal and ethical standards in fundraising and development

- Collaborate with the marketing and communications team to develop compelling fundraising materials, including proposals, case statements, and donor communications
- Represent the organization at external events, conferences, and speaking engagements to raise awareness, foster relationships, and promote fundraising initiatives
- Ensure effective coordination and collaboration between the Community Relations Manager, Campaign Management Director, and other members of the development team to achieve the department's goals

Qualifications

Spiritual/Personal

The successful candidate will:

- Have a personal, vital, and growing relationship with Jesus Christ and be able to share the gospel
- Be an active and committed part of a local, gospel-preaching church
- Be in complete agreement with CPC's Mission, Statement of Principle, and Statement of Faith
- Be dependable, stable, and capable of committing to this position's responsibilities and duties
- Express a desire to be a part of reaching at-risk patients considering abortion
- Believe in the sanctity of all human life from the moment of conception through natural death
- Exhibit strong interpersonal, spiritual, and administrative skills, take initiative, and be flexible
- Be self-motivated and well-ordered in their personal life
- Have a warm, gentle, and hospitable spirit for the family of CPC
- Embrace CPC's values and the behaviors that support those values

Professional

The successful candidate will:

- Exhibit strong written and oral communication skills
- Demonstrate the ability to manage multiple projects, priorities, and deadlines simultaneously
- Have the ability to excel in a fast-paced, changing, and challenging environment
- Be proficient in Microsoft Office products

Education/Experience

The successful candidate will:

- Possess at least a BS/BA (or equivalent experience)

Schedule

The Director of Development is a Regular, Full-Time position. The position may be approved for remote working opportunities contingent upon the demonstrated responsibility of the employee and the needs of the ministry.

Compensation and Review

Compensation consists of a competitive salary dependent on the qualifications and experience of the successful candidate and their employment status (regular vs. temporary and/or full-time vs. part-time). Benefits may include:

- Health insurance
- Dental insurance
- Long-Term Disability Insurance
- Short-Term Disability Insurance
- Paid time off (holiday, vacation, and sick leave)
- 403(b) Retirement Plan

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