



TITLE: Director of Development

ORGANIZATION

Founded in 1984, [VISIONS](http://www.visions-inc.org), Inc. is a non-profit training and consulting organization, specializing in diversity and inclusion. Our main office is in Dorchester, MA with a highly skilled and diverse team of consultants located throughout the United States and abroad. Our vision is to be a catalyst for a more equitable world where differences are valued and used for the benefit of all. Our mission is to equip individuals, organizations, and communities with the tools needed to thrive in a diverse world, to remove structural and cultural barriers that prevent full and equitable participation and to help create environments where differences are recognized, understood, appreciated, and utilized for the benefit of all. For more information, please visit www.visions-inc.org

Annual Revenue: \$2.6 million

POSITION DESCRIPTION

Reporting to and in partnership with the Executive Director (ED), the Director of Development (DoD) will spearhead fundraising efforts as VISIONS Inc. continues to grow. As a new position in the organization, the DoD will be responsible for creating, planning, organizing, and directing VISIONS' fundraising efforts which include major gifts, annual fund, planned giving, grants, special events, and capital campaigns. The Director works closely with the Executive Director and the Board of Directors in all fundraising endeavors. This position will supervise VISIONS' current part-time grant writer.

RESPONSIBILITIES

- Develop and execute VISIONS, Inc. annual fundraising plan
- Secure financial support from individuals, foundations and corporations
- Manage the implementation of new CRM and oversee staff responsible for data entry and gift processing
- Develop and maintain ongoing relationships with major donors
- Create and execute a strategy for a large sustained base of annual individual donors
- Oversee organization of special events
- Develop and track proposals and reports for all foundation and corporate fundraising

QUALIFICATIONS:

- 5+ years experience in fundraising (salary commensurate with experience)
- Demonstrated excellence in organizational, managerial, and communication skills
- Strong interpersonal and writing skills
- Goal driven and self-starter
- Ability to motivate board members and supporters of the organization
- Knowledge of CRMs

Please send cover letter and resume to office@visions-inc.org. Attn: Dev. Director. No phone calls please. This position is open to candidates outside of MA. Due to COVID-19, all employees are remote.