POSITION DESCRIPTION

Managing Director, Development

SUMMARY

The Managing Director, Development, with the support of the CEO and other Nia Tero leaders, has the primary responsibility of raising large contributions to support the organization’s commitment to working alongside Indigenous Peoples’ efforts to secure their territories and cultures. The Managing Director, Development (MDD) will be a member of the Nia Tero Leadership Team and will play a key role in ensuring that the organization fulfills its mission and strategy. This role will report to the Chief Executive Officer (CEO) and lead the design and implementation of the organization’s fundraising strategy. The MDD will be responsible for planning and implementing strategies to secure major donors and contributions in support of the organization, provide oversight of the fund development and donor stewardship program, monitor development activities, and address issues that may hamper growth and success. This role will also partner with senior management colleagues to design and implement co-financing for our program strategies.

In addition to having deep ties and understanding of Indigenous cultures, the successful applicant should have proven experience as a fundraising and organizational development specialist, with several years of management experience in a non-profit organization or similar environment. The MDD must be motivated, have a passion for our mission, and possess outstanding collaboration and team working skills along with the ability to solve complex problems.

KEY RESPONSIBILITIES

• Work with the CEO, senior management team colleagues, Board of Directors, advisory councils, and external partners to design and execute short and long-term fundraising plans.
• Identify and address development issues that affect the well-being and efficacy of Nia Tero and our Indigenous partners.
• Foster a culture of collaboration and transparency and ensure that fund development is executed in keeping with the organization's values, vision, and mission.
• Participate with the CEO and senior management to plan the organization’s fund development course and programs.
• Partner with the Operations Team to align our technology platforms to our emergent fundraising and reporting goals.
• Establish a balanced mix of donor sources and fundraising programs to attract and retain donors and fundraising volunteers.
• Establish performance measures, monitor results, and evaluate the efficacy of the fund development program.
• Maintain accountability and ensure compliance with all regulations and laws, as well as the code of ethics for fundraising professionals.
• Keep abreast of developments in philanthropy and fund development.
PEOPLE AND RESOURCE MANAGEMENT RESPONSIBILITIES

- **Resources**: In close consultation with Nia Tero’s senior management team and financial staff, the Managing Director will be responsible for managing the development/fundraising budget.
- **People**: This role will build and directly supervise a small Development team.

QUALIFICATIONS

**Required:**

**Education and Experience**
- 7-10 years of professional experience managing projects and teams.
- Proven track record of success in major donor fundraising.
- Excellent verbal and written communication skills.
- Analytical thinking and ability to analyze data.
- Deep ties to and understanding of Indigenous identity and cultures.

**Skills and Abilities (including Languages & Software)**
- Proven ability to raise funds from high net worth individuals.
- Proven ability to engage a variety of external partners and stakeholders both within Indigenous communities and in governments, bilateral and multilateral institutions, development organizations and NGOs.
- Proven ability to build and manage a team in a cross-cultural context.
- Ability to effectively communicate complex information to a diverse audience in both written and oral forms.
- Strong organization, project/grant management and prioritization skills.
- Excellent time management skills and ability to adapt in a changing environment.
- Ability to work both independently and as part of a team

WORKING CONDITIONS AND TRAVEL

Seattle-based position but remote working arrangement may be negotiable.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job:
- Visually or otherwise identify, observe and assess distance, color and depth; Required to regularly communicate with others and exchange accurate information.
- Able to operate a computer and other office productivity equipment; able to remain stationary at a computer for extended periods of time and move around his/her assigned work space.
- Some domestic travel and international travel is expected (up to 50%).

*Nia Tero is an Equal Opportunity Employer*
HOW TO APPLY

If interested in this role, please visit https://leadersinternational.com/nia-tero-managing-director-development/.

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