

The National Health Law Program is seeking a Director of Development for the Washington, DC office. The Director of Development will lead the design and implementation of the organization's fundraising. The ideal candidate will have a proven track record in strategic development and fundraising, and will have experience in foundation fundraising, board development, corporate fundraising and major donor development.

The complete position description is below:

## **Director of Development - Washington, DC Office**

### **Position**

NHeLP seeks a Director of Development in its Washington, DC office. The Director of Development will lead the design and implementation of the organization's fundraising. The ideal candidate will have a proven track record in strategic development and fundraising, and will have experience in foundation fundraising, board development, corporate fundraising and major donor development.

### **Responsibilities**

- Create and implement a strategic development and outreach plan and priorities for long-term growth
- Work with the Executive Director and senior staff to develop and implement a comprehensive development strategy to increase corporate and foundation grants and major donor gifts including qualifying donors, helping to build the donor base, creating and implementing cultivation strategies for new and existing major gift candidates, soliciting annual and campaign gifts, and thoughtfully stewarding donors.
- Oversee the development and tracking of proposals and reports for all foundation and corporate fundraising
- Engage and assist Board of Directors in donor research and solicitation
- Supervise development staff whose main responsibilities include grant proposal writing and management, donor research, donor database management and day-to-day development tasks
- Develop and maintain ongoing relationships with major donors

## **Qualifications**

- Minimum of 8 years development experience in a non-profit organization and proven track record in successful individual and organizational fundraising
- Bachelor's degree required, Master's degree preferred
- A broad knowledge of development including;
- Major donor cultivation and solicitation
- Private foundation and corporate fundraising
- Proficient in database applications (Salesforce preferred)
- Highly organized, energetic, creative, and detail-oriented with the ability to work on numerous tasks simultaneously
- Enthusiastic commitment to the health justice mission of NHeLP and ability to communicate its mission and activities in a clear and compelling manner

## **Salary**

Commensurate with experience; generous benefits

NHeLP is committed to a diverse staff. Women, people of color, people with disabilities, and LGBTQ persons are encouraged to apply.

### How to Apply

Qualified applicants should email a cover letter, resume, and a list of references, with subject "Director of Development Candidate" to [rodriguez@healthlaw.org](mailto:rodriguez@healthlaw.org). **Email applications are preferred**. Applicants may also submit materials to:

Ms. Gabriella Rodriguez

1444 Eye Street, NW

Suite 1105

Washington, DC 20005

No phone calls please. For more information, please visit: [www.healthlaw.org](http://www.healthlaw.org)