



# BOYS & GIRLS CLUBS OF THE EAST VALLEY

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## JOB ANNOUNCEMENT

**Subject:** Job Announcement

**Date:** July 11, 2017

Qualified candidates are encouraged to apply for the full-time **Development Director** at Boys & Girls Clubs of the East Valley based out of our Program Service Center located in Mesa.

Under the direction of the Vice President of Development & Strategy, the Development Director conceptualizes, organizes and implements a comprehensive Great Futures for Kids Annual Giving campaign and will assume a key leadership role in securing new private, individual and public funding at a Major Gift Level. Plays a key role in the development and implementation of a comprehensive donor identification, cultivation, solicitation and stewardship program. The Development Director will oversee the Major Gifts initiative and will also support the organization's signature special events: Night of Champions and Youth of the Year.

### SKILLS/KNOWLEDGE REQUIRED:

- Bachelor's degree from an accredited college or university preferred.
- A minimum of five years work experience in non-profit agency operations specifically in the fund-raising field, sales/marketing or equivalent experience.
- Considerable knowledge of fundraising, techniques, and sources of funding for non-profit organizations. Proven record of major fundraising success.
- Knowledge of: the mission, objectives, programs, policies, procedures of the principles and practices of non-profit organizations, youth development services preferred.
- Ability to organize, direct and coordinate fund-raising operations.
- Strong communications skills, both written and verbal.
- Ability to manage multiple tasks and to develop solutions to problems with limited supervision.
- Ability to establish and maintain effective working relationships with club staff, subordinates, volunteers, board members, community members, and other related groups.

Qualified candidates need to submit a current resume and cover letter outlining their qualifications and fundraising success by July 24th to Diane Aman via email, [diane.aman@clubzona.org](mailto:diane.aman@clubzona.org).