

MIJENTE - DIRECTOR OF TRANSFORMATIONAL GIVING (C3/C4/PAC) JOB ANNOUNCEMENT



POSITION: **Director of Transformational Giving**
LOCATION: Remote (any state/location)
REPORTS TO: Deputy Director
PAY-SCALE: **\$80k-\$87k/year** (prorated)
STATUS: (Full-time, Exempt)

ORGANIZATION

Launched in 2015, Mijente is a digital and grassroots hub for Latinx and Chicanx movement building and organizing. We seek to increase the profile of policy issues that matter to Latinx communities and increase the participation of Latinx and Chicanx people in the broader movements for racial, economic, climate, and gender justice. From the organization's founding, we have been explicit that we do not seek to simply advance Latinx people's rights, rather that we see organizing and building organization of Latinx critical towards building a broader multi-racial, multi-national movement for racial, economic, gender, and climate justice.

POSITION SUMMARY

This is a full-time exempt position for a high energy individual, that will provide visionary, strategic leadership to obtain transformational gifts to support Mijente's current and future goals and will be passionate about resource mobilization to power grounded and effective movements for change. It presents an exciting opportunity for a professional who wants to help build and sustain a successful fund development program, with an emphasis on institutional giving and an individual donor program. The ideal candidate enjoys combining high-level strategy with hands-on implementation, is able to build functional systems, and is an aggressive problem-solver.

Mijente has grown dramatically on all fronts since our launch in 2015. As a result, over the last year, we have grown our staff across the country, including the growth of our admin and operations structures. The Director of Transformational Giving will continue to build and sustain this growth, with an emphasis on building a robust grassroots individual donor and major donor program. Partnering with the Executive Director, Deputy Director, Finance Director, and staff, this individual will help lead and implement a program that currently raises foundation and individual donor revenue. Also critical to this is to strengthen relationships with current and potential institutional funders and help promote Mijente's work within key circles.

This is a director-level position in a fast-paced and rapidly-growing organization with a healthy financial position, and a robust culture of philanthropy. The Director of Transformational Giving reports directly to the Deputy Director.

RESPONSIBILITIES

The Director of Transformational Giving will be responsible for all elements of planning, leading, managing, and ensuring implementation of Mijente's fund development strategy which includes:

- Setting development strategy: Partner with the ED, Deputy Director, and Finance Director to create a strategic annual fund development plan to support annual revenue goals. When necessary, supervise contractors related to development functions.
- Work with the Finance Director and admin team to develop the annual budget, conduct the annual audit, and ensure regular reconciliation and assessment of revenue to accurately report on the financial health of the organization to inform financial decisions and organizational-wide planning and programming.
- Work closely with the leadership team to contribute to the overall vision of Mijente's work across the three entities by developing fundraising strategies and helping to identify talent and resources necessary to fulfill the vision of the organization.
- Growing an innovative individual giving program: Setting strategy for, and coordinating individual giving focused on grassroots donors and major donors, including online, direct mail, social media, third-party fundraisers and events, and, in collaboration with the Grassroots Fundraising Manager, and the Communications team.
- Growing institutional support: Lead and partner with the ED and DD in the identification, cultivation, and solicitation of foundation and corporate contributions; staffing the ED and DD to support their engagement of various institutions on a national basis.
- Materials and communications with funders and donors: Writing fundraising letters, online fundraising campaigns, and collateral materials; overseeing design production and distribution of all development materials; supervising all grant writing, research, and reporting to funders.
- Ensuring excellent data tracking and systems: guaranteeing effective and accurate donor and gift record-keeping, processing, and acknowledgment; developing relationships and moves management systems to ensure highly personalized cultivation and stewardship of individual and institutional funders.

REQUIRED QUALIFICATIONS & EXPERIENCE

- At least five years of experience managing and growing a multi-faceted fund development program, and personally cultivating, and soliciting donors, and foundations for support.
- A record of significant measurable results in organizing and implementing the full range of fund development activities including online fundraising campaigns, annual funds, corporate and foundation giving, and special events.
- Demonstrated experience in setting strategy and managing goals, developing and implementing plans, and recruiting and organizing volunteers.
- Excellent verbal and written communication skills with proven experience in crafting proposals, donor correspondence, social media, and marketing materials.

- Demonstrated commitment to a broad range of social, racial, and economic justice issues and an understanding of the multiple transgender and non-binary communities Mijente's serves.
- Strong technology and analytic skills: proficiency in Word, Google office, Excel, EveryAction, and other applications as needed and experience setting up and tracking data management systems.

Candidate shall be a leader who is:

- Passionate about Mijente's mission with knowledge of Latinx communities and issues and an intersectional practice informed by economic, racial, social, and gender justice values.
- Resourceful and innovative (in other words, Street Smart): Someone who's got a few ideas about places resources could come from and can come up with ways of how to get it; bringing an optimistic, can-do, hands-on approach to achieving the most possible with the resources available and responding flexibly as opportunities and events arise.
- A Self-Starter who can be a Team Player: able to work effectively both on solo projects and with broader teams of staff and members; provide clear direction and support to collaborators; and promote high performance and Accountability.
- An Organizer: We believe organizing people and resources into our work is how we get the goods. In this case, "the goods" are money that we can use to carry out bold, forward-thinking campaigns.
- Straightforward and self-possessed; one who shares information readily, listens as well as gives advice and respects the abilities of others; diplomatic. Willing to do what it takes: including local and national travel and long hours across multiple time zones, when needed.

COMPENSATION & BENEFITS

Salary is based on experience and location. We offer a competitive compensation and benefits package. This is a full-time position with benefits, including health, dental, and PTO.

TO APPLY

Applications are reviewed on a rolling basis until the position is filled. To apply please submit your resume along with a cover letter via email as promptly as possible to jobs@mijente.net. Please include in the subject line the position title. We cannot respond to telephone or email inquiries.

This Position Will Remain Open Until Filled

Mijente is an equal opportunity employer and makes employment decisions on the basis of qualifications. We make a particular effort to recruit people of color, women, LGBTQ, and working-class people. Mijente policy prohibits unlawful discrimination in any employment decision based on pregnancy, childbirth or related medical conditions, race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state or local law or ordinance or regulation.