



BRIDGES
FOR THE DEAF AND HARD OF HEARING

DIRECTOR OF DEVELOPMENT

The mission of Bridges for the Deaf and Hard of Hearing is to build access, equity, and inclusion in partnership with the D/deaf, Deaf-Blind, and Hard of Hearing communities through advocacy, education, empowerment, and effective communication.

Position

The Director of Development, based in the BridgesTN office and reporting to the CEO, is responsible for the fundraising programs of BridgesDHH. This senior leadership position will develop and implement an annual, statewide fundraising plan and all its components and will serve as a sounding board and decision maker in the agency. This role requires an entrepreneurial spirit, boldness, and deep understanding of our mission and work.

Responsibilities

- Serving as a member of the senior leadership team.
- Planning and evaluating fundraising campaigns and activities.
- Managing the organization's budget and fundraising income programs.
- Identifying and stewarding prospective donors.
- Recruiting and training fundraising staff and volunteer leaders.
- Develop and execute annual fundraising plan.
- Secure financial support from individuals, foundations and corporations, etc.
- Creating and executing a strategy for a large sustained base of annual individual donors.
- Overseeing organization of special events.
- Developing and tracking proposals and reports for all foundation and corporate fundraising.
- Travel throughout all regions served to identify funding partners, sponsors, and donors.
- Communicating with donors and staff via email, phone or social media.
- Answering donor and staff inquiries in a timely fashion.
- Using prospect research tools and your donor database to build donor relationships.
- Creating solicitation materials.
- Creating marketing materials.
- Managing social media.
- Other duties as assigned.

Qualifications

- Previous development experience at a senior level.
- Superb written, verbal and interpersonal skills.

- Time management and flexibility with job duties.
- Fundraising software and tools expertise.
- Creative, self-starter attitude.
- Donor and volunteer service mentality.
- Organized and inspiring team leader.
- Experience with the Deaf and/or hard of hearing communities and conversational ASL OR willingness to learn within first year.
- Knowledge of office responsibilities, systems and procedures.
- Proficiency in MS Office.
- Comfortable with calendars, databases, and general office equipment.
- A successful track record in setting priorities.
- Keen analytic, organization and problem-solving skills which support and enable sound decision making.
- Excellent communication and relationship building skills with an ability to prioritize, negotiate, and work with a variety of internal and external stakeholders.
- A creative mind with an ability to suggest improvements; strong common sense.
- Personal qualities of integrity, credibility, and dedication to the mission of Bridges for the Deaf and Hard of Hearing.
- Strong written English skills.
- Ability to function as part of a team and to take direction while also being able to work independently and in a start-up environment.
- Strong sense of professionalism, self-awareness, respect, courtesy, common sense, humor, and grit.