

## Director of Development

Literacy Partners ([literacypartners.org](http://literacypartners.org)) strengthens families through a two-generation approach to education. With our free classes, low-income parents in New York City—many of them immigrants—develop the literacy and language skills they need to succeed in today's world. Our research-based curriculum also incorporates child development and parenting support to help parents boost their children's early reading, school readiness, and social-emotional growth.

We provide classes in 6 locations across the city in partnership with early childhood education programs. The intensive classes help parents improve their English skills or prepare for the high school equivalency exam (formerly known as GED). Each participating parent receives a home library with books for each of their children along with coaching and support from their teacher to make reading with their children a regular habit. Thus, our program directly addresses the most important predictors of children's reading proficiency and academic success: the literacy and language skills of the parent, the frequency of parent-child reading, and the number of books in the home.

We are looking for an exceptional individual to join our diverse, social-justice-oriented team of 24 staff and volunteers as the Director of Development. Reporting to the Executive Director and working closely with the Board of Directors, the Director of Development will expand our base of financial support and grow our network of influential friends and allies.

### Goals of the Position

- Increase financial contributions from individuals, corporations, foundations, and government
- Produce an annual fundraising gala and several smaller special events
- Lead our annual giving campaign with a major gifts component
- Oversee and expand major fundraising partnerships, such as with the New York City Marathon
- Implement a stewardship program with high-profile donors
- Cultivate new supporters and corporate partnerships
- Supervise two outstanding development professionals

### Qualifications and Requirements

- 5+ years experience in nonprofit fundraising in NYC
- Track record of measurable results in revenue growth
- Success in cultivating major donors
- Proficiency in Raiser's Edge
- Experience working with communications staff to produce effective fundraising materials
- Leadership skills and ability to execute an ambitious agenda
- Strong ability to collaborate, work successfully in a team, and mentor junior staff
- Great sense of humor

We offer a competitive salary, generous benefits and a fun work atmosphere. Work schedule and other details are flexible for the right candidate.

### How to Apply

Send resume, cover letter with salary requirements, and a brief writing sample to:

[jobs@literacypartners.org](mailto:jobs@literacypartners.org).