**Position Announcement**

**Director of Development**

**About The Open Hearth**

The oldest continuously operating housing program for men on the East Coast, The Open Hearth was founded in 1884. We help men experiencing homelessness enhance their capacity for self-help, self-respect and dignity. In addition to housing, we offer programs for returning citizens and a unique social enterprise, Open Hearth Works. More information is at [theopenhearth.org](https://theopenhearth.org/)

**About the Opportunity**

We seek a strategic and high energy development director to lead all aspects of fund development at The Hearth. We’re looking for a leader who is passionate about our mission and able to inspire board and staff to build on our fundraising success. The director of development works to build relationships with donors, funders, and community stakeholders to advance The Hearth’s mission and fundraising goals.

Supporting the CEO, who is the face of The Hearth, and working with an active board development team, the development director creates, manages and guides activities including the annual fund development plan, appeals, major gifts, online giving, events, donor stewardship and appreciation, prospect research, and social media; the director approves grant applications written by a contracted grant writer. Finally, the director is responsible for overseeing and managing the donor database and ensuring that meaningful fund development reports are produced.

**Qualifications**

* At least 7 years of increasingly responsible experience in the nonprofit sector; previous experience as a senior fund development leader required
* Demonstrated ability to write clearly and persuasively; experience writing for fundraising, public relations and social media
* Ability to listen for understanding and communicate effectively with diverse stakeholders
* Capacity to handle multiple tasks and relationships simultaneously with grace and humor
* Interest in working with staff and board committed to ensuring racial and economic equity for the men we work with; understanding various perspectives and cultures is essential
* Experience with donor databases; knowledge of Abila a plus
* Superior organizational skills and ability to create organizational systems and policies
* Bachelor’s degree or equivalent relevant experience; CFRE a plus

This is a full-time position with a salary range of $70-85,000 commensurate with skill and experience. Hybrid (remote and in-office) work is a possibility.

Please send a resume as well as a cover letter that demonstrates your writing skills and describes how your qualifications and experience are aligned with this opportunity.

E-mail to:

Janna Pedersen, Search Consultant

Ampersand Consulting

[ampersand@charter.net](mailto:ampersand@charter.net)

All applications will be acknowledged; applications will be accepted until the position is filled.

A link to the full position description is available at <https://theopenhearth.org/what-we-do/employment/>

Equity and inclusion are core values in our work. We have a diverse, culturally competent staff and actively seek applicants for this position who will contribute to our diversity.