

## EMPLOYMENT OPPORTUNITY

### Director of Development

#### Reports to:

Executive Director

#### About us:

Our Organization: Freedom, Inc. (FI)'s mission is to end violence within and against low-income Black, Hmong and Khmer communities, and we focus our efforts on women and girls, queer, trans and intersex folx within these communities to bring about this change. FI's approach to achieving its mission is to 1) provide direct support to survivors of gender-based violence 2) provide leadership development to survivors to increase their agency, empowerment and skills for creating change 3) organize survivors-led grassroots campaigns that build power and move us toward our pillars of gender justice, QTI justice, Black and Southeast Asian liberation, abolition and movement building.

#### Job Summary:

Freedom Inc. is searching for a motivated Development Director to join our Director Team to mobilize resources for Freedom Inc's life-sustaining work and the movements we accompany. The Development Director will help maintain and develop constituent and donor relationships, track and document donor giving, and support and develop fundraising strategies through cross-team collaboration. The right candidate will be joining an expanding Development & Communications team during a critical period of steady organizational growth.

#### Key Responsibilities:

- Work in partnership with the Co-Executive Directors to increase and mobilize resources to support the mission and vision of Freedom Inc.(FI).
- Create and execute an annual development strategy to increase support from individual donors, partners and foundations while also identifying new opportunities for growth.
- Work closely with the Executive Team, Directors and Board on FI's major fundraising events.
- Supervise the Development & Administrative Coordinator who is responsible for managing FI's reports and grants, donor database, acknowledgement letters, and providing program support to Freedom Inc's departments.

#### A Successful Candidate will have:

- A passion for the FI's mission and demonstrated commitment to addressing issues facing the SEA and Black community
- 3+ years Supervisory experience
- 5+ years experience in a senior level development role, ideally as Development Director

- 5+ years experience running fundraising campaigns and doing donor development tasks, which includes knowledge of and experience working with using a donor database and other grant reporting portals/systems
- Track record of successfully planning and executing development strategies that secure support from individual donors, and foundations
- Highly organized, capable of balancing and prioritizing concurrent projects and deadlines
- Able to establish rapport with donors from a range of class backgrounds, grassroots leaders, and community members in diverse ethnic, racial, geographic, social, economic, and intergenerational groups
- A strong communicator with excellent writing abilities, public speaking skills with emphasis on clear and compelling appeals, proposals and email requests
- A natural team player who enjoys supporting and collaborating with colleagues
- Experience with Google suite, Microsoft suite, and different project management tools (i.e., Basecamp, Slack)
- Must have basic knowledge in digital and data security for donor and confidential client data
- Ability and willingness to work occasional weekends, evenings/late nights

**Location:**

This position is based, in person in Madison, WI. It is not a remote position although there may be times when position may be remote in town due to Covid safety protocols.

**Compensation & Benefits info:**

This full-time position offers a non-profit salary commensurate with experience, flexible work hours, collaborative work environment, and a benefits package that includes generous vacation, medical and dental insurance, and the option of participating in pre-tax transit benefit program and/or a voluntary 403(b) retirement savings plan.

Please your send resume to: [hr@freedom-inc.org](mailto:hr@freedom-inc.org)

*Freedom, Inc. is an equal opportunity employer, which does not discriminate against individuals based on race, national origin, gender, physical disability, religion, sexual orientation, age, or any characteristics protected by the law.*