



## **DEVELOPMENT DIRECTOR**

### About the National Farm to School Network:

The National Farm to School Network (NFSN) is an information, advocacy and networking hub for communities working to bring local food sourcing, gardens and food and agriculture education into schools and early care and education (ECE) settings. Farm to school empowers children and families to make informed food choices while strengthening the local economy and contributing to vibrant communities. NFSN provides vision, leadership and support at the state and national levels to connect and expand the farm to school movement. Our network includes national staff, Core Partners and Supporting Partners, an Advisory Board and thousands of farm to school supporters. For more information, please visit [www.farmtoschool.org](http://www.farmtoschool.org). NFSN is a project of Tides Center, the nation's largest fiscal sponsor. Tides Center is a nonprofit organization based in San Francisco that works with individuals, groups and funders to implement and accelerate positive social change in the nonprofit sector. For more information, please visit [www.tides.org](http://www.tides.org).

### Position Summary:

NFSN seeks a Development Director to lead the organization in strategic growth and diversification of its funding base. Reporting directly to the Senior Director of Finance and Operations, the Development Director manages all development tasks; he or she will 1) expand public contributions, explore social investment donors and implement earned income strategies, 2) develop, leverage and support fundraising partnerships, and 3) create, track and evaluate a development plan. The Development Director will work closely with the NFSN Advisory Board, staff and Core Partners to develop outreach campaigns and to achieve NFSN's financial goals. Estimated start date is October 8, 2018.

### Essential Duties and Responsibilities:

- Create and implement an aggressive fundraising strategy including an annual development plan; incorporate key deliverables and metrics into the organizational strategic plan
- Set goals and establish clear metrics that drive current and long-term fundraising success; monitor and report on progress
- Diversify NFSN revenue streams and increase revenue in all forms: expand foundation, corporate and government support; explore relationships with and create pitches for social investment donors; and increase revenue realized from individual donors and through earned income strategies
- Plan and implement a strategy for individual giving (including end-of-year asks) to achieve 5 percent of the organization's annual budget
- Cultivate strong relationships with major funders currently supporting NFSN, and solicit at least 5 new potential donors annually
- Develop and implement workflows for all fundraising related tasks including managing a donor database, donor correspondence, recognition, appreciation and follow-ups
- Research and prospect potential grant opportunities for discussion with relevant staff; manage proposal preparation and submission processes



- Manage reporting requirements for all funding relationships and lead the submission process in collaboration with relevant staff
- Develop and manage NFSN Advisory Board engagement and capacity for fundraising; train staff and Advisory Board members to support organizational fundraising efforts
- Lead fundraising activities related to NFSN events (such as the Annual Meeting, the biennial National Farm to Cafeteria Conference, and National Farm to School Month in October)
- Develop and implement cause marketing and public relations strategies to support fundraising initiatives
- Participate in discussions and activities related to NFSN strategic direction as needed

Other Duties and Responsibilities:

- Review available research on paid membership models and make a recommendations for implementation
- Prepare for and participate in NFSN staff meetings, Advisory Board meetings and Annual Meeting, as needed
- Travel as needed for conducting the duties of the position and for representing NFSN
- Complete organizational reporting as required by all staff to monitor and track progress and activities

Education and/or Experience:

- College degree plus at least 4-6 years of experience developing and implementing a diversified fundraising portfolio, 2 years of experience in a leadership position
- Excellent performance history in prior positions

Knowledge, Skills, and Abilities:

- Proven track record of successful fundraising in the non-profit sector or service industry
- Demonstrated success in earned income strategies for non-profits, corporate partnerships and/or individual donor fundraising
- Experience managing a robust foundation and government grants portfolio
- Proficiency with donor database management
- Content knowledge in racial and social equity principles and capacity to apply and advance equity in farm to school
- Excellent verbal communications skills and demonstrated ability to write clearly and persuasively
- Collaborative nature, skilled at developing good working relationships with funders, organizational colleagues, partners and contractors
- Ability to operate in a fast-paced environment, handling multiple tasks
- Exceptional trouble-shooting and problem-solving skills, ability to resolve issues proactively and creatively
- Proven track record of completion, accuracy and timeliness in past professional positions
- Strong quantitative analysis skills
- Experience working in coalitions and/or collaborative settings
- Ability to motivate and inspire others to take action



- Passion and interest in NFSN's mission and activities; ease and confidence to represent NFSN's programs and mission

Organizational Relationships:

The Development Director reports directly to the Senior Director of Finance and Operations

Compensation and Benefits:

This is a full-time (40 hours per week), exempt position that includes benefits. Salary range is \$68,000 - \$72,000 and is commensurate with experience. NFSN/Tides Center offers a generous and comprehensive benefits package.

Physical Demands:

This position requires approximately 8 hours per day either sitting at a desk (responding to emails, developing materials or being on the phone) or attending meetings outside of the office. This position requires some travel to conferences within the United States, events to represent NFSN and to attend organizational meetings.

Work Environment:

This is a remote position, and applicants may be located anywhere with reasonable access to transportation in the United States. This position will be working from a remote office / home office set up. While performing the responsibilities of the job, these work environment characteristics are representative of the environment the employee will encounter: a basic office environment, visits to funders, schools or farms, and conference centers or hotels where events are being held.

To apply:

To apply for this position, submit a cover letter, resume and three professional references to [jobs@farmtoschool.org](mailto:jobs@farmtoschool.org). Please include "Development Director" in the email subject line. The deadline to apply is September 7, 2018. Qualified candidates will be contacted by phone or email. National Farm to School Network may conduct reference checks and skills assessments for final candidates.

*National Farm to School Network, a project of Tides Center, is an "at-will" and equal opportunity employer. Applicants and employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender (including pregnancy and gender expression) identity, color, marital status, veteran status, medical condition, or any other classification protected by federal, state, or local law or ordinance.*

*Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.*