



Development and Fundraising Manager

Full-Time exempt position

Girls on the Run San Diego (GOTRSD) is a transformational physical activity based positive youth development program for girls in 3rd-8th grade. We teach life skills to help youth navigate experiences, such as how to stand up for themselves and others, responsibility, working as part of a team, creating a support system, and decision-making. The organizational culture is rooted in transparency, cooperation, ownership, doing what is right over what is easy, flexibility, and a deep commitment to improving our inclusivity, diversity, equity, and accessibility.

Position Summary:

Reporting to the Executive Director and consistent with the mission of GOTRSD, the Development and Fundraising Manager's primary role is to develop and nurture fundraising streams including individual and corporate donations, individual and corporate peer-to-peer fundraisers, grant management/writing and event planning. The Development and Fundraising Manager will coordinate fundraising efforts to raise contributed income to support the program and the overall organization. This manager has the skills and drive to create systems and procedures, meet and exceed contributed revenue goals, and can work with other departments to further the organization's mission.

Primary Responsibilities:

- Build organizational financial resources through a variety of fundraising efforts
- Work alongside the ED in developing and executing the annual development plan and the organizational strategic plan.
- Collaborate with staff, Board of Directors, grant and marketing committees to lead major fundraising campaigns, events, and activities.
- Develop and deliver data analytic reports for monitoring of development strategy.
- Meet contributed income goals set forth by the organization.
- Manage task force and help build framework for successful implementation and data migration into a new CRM platform.
- Seek and nurture relationships with aligned community and corporate partners.
- Identify, cultivate, manage, solicit and steward established and prospective donors, advocates, champions, and corporate sponsors.
- Generate acknowledgment letters, receipts and complete overall gift processing.
- Work with marketing to create messaging and execute appeals, including e-solicitations and print pieces, maintain and update mailing list, and execute mailings.
- Lead the individual and corporate athletic peer-to-peer fundraising program.
- Other ad hoc development duties as needed by the organization.

The ideal candidate will:

- Proudly serve as an ambassador for Girls on the Run and align with our core values
- Enjoy engaging the community about the GOTR program highlighting empowerment, self-esteem, body image and whole-person health.
- Have CRM database development, reporting and/or management experience.
- Be a detailed oriented and strategic thinker.
- Have outstanding communication skills in multiple environments and with a range of audiences both internal and external.
- Be a strong multitasker with the ability to prioritize and strategize.
- Hold a meaningful commitment to leveraging the opportunities of this role to implement a focus on diversity, equity, and inclusion into the fundraising and development plan.
- Have access to reliable transportation and ability to travel locally within the San Diego area (mileage reimbursement applicable). Possible national travel once per year.

Preferred Qualifications:

- San Diego community based fundraising experience
- Network in local philanthropy and community organizations
- Proven grant writing success with comfortability managing volunteer grant writers.
- Bachelor's degree or comparable educational/work experience
- Located within San Diego County the majority of the year
- 2+ years of database management experience
- 2+ years of fundraising and/or grant writing experience
- Proven fundraising success

Compensation and Benefits:

- Competitive non-profit salary between 66,000-70,000
- Ability to work from home the majority of the time with a flexible schedule and paid time off
- Health Benefits (medical, dental, vision partially paid by GOTRSD)
- Life, A&D, and Long Term Disability Insurance
- Reimbursement for mileage and internet
- Company laptop and cell phone

Application Process

Interested candidates must submit a letter of interest and current resume for consideration. Please submit materials electronically to hire@gotrsd.org.