

Solana Center for Environmental Innovation

Development Specialist

This is a unique opportunity for someone with some fundraising experience to design and grow with a new development initiative.

You will make an immediate difference at Solana Center for Environmental Innovation, which is addressing our planet's biggest existential crisis with every program we run. Joining our award-winning team of changemakers, you will be responsible for increasing funding support for our general operations and innovative climate solutions.

Our dedicated team – through outreach, education, and consulting – serves as a critical resource for San Diego County and beyond. We focus on issues and practices surrounding soil, water, and waste, with impact on the region and influence nationwide. Since 1983, our nonprofit has worked with people of all ages and backgrounds to support local sustainability.

Solana Center for Environmental Innovation is at an inflection point. This is an excellent opportunity for the right person to be part of taking the organization to the next level as we scale for greater programming impact and more extensive reach. This position will report to the Executive Director, working closely with the Management Team and Board of Directors. We are looking for a fundraising professional with the desire to work toward global environmental sustainability.

Duties and Responsibilities:

Solana Center seeks a results-oriented and creative problem-solver to join our team. The Development Specialist will begin by culling our current lists of donors and establishing a contributions database. The role has lots of room to grow in leading Solana Center's fundraising strategy, contributing to our financial stability, and increasing our brand exposure among donors and grantors who seek impact outcomes.

Key Responsibilities

- Identify and solicit new individual support while strengthening existing relationships, ultimately growing unrestricted income
- Cultivate and manage corporate sponsorships
- Develop and implement a donor program
- Manage contribution records – corporate, individual, and grants
- Create and manage fundraising campaigns and events
- Report regularly to Board on fundraising progress and plans

Required Qualifications

- Exceptional written and oral communicator



- Comfortable working both independently and in a collaborative environment
- Requisite computer skills: MS Office, Google Docs, donor database systems

Preferred Qualifications

- Passion for the environment
- At least two years of fundraising experience, preferably in environmental nonprofit sector

If you're excited about this position but feel you don't meet 100% of the required or preferred qualifications, we encourage you to apply — we are looking for exceptional candidates who are passionate about our mission, dedicated to outstanding work and committed to furthering the impact of the organization.

This position reports to the Executive Director. This position is flexible, full-time (30-40 hours/week) with benefits. This is a non-exempt position and is paid hourly starting at \$23/hour, according to the laws of the State of California. This position includes health insurance, paid vacation, and sick time after a 90-day intro period.

Mileage will be reimbursed at the current federal rate for work-related travel. Solana Center for Environmental Innovation is an Equal Opportunity employer.

Please send a cover letter/email and resume to director@solanacenter.org. Writing sample and references may be requested. *To be considered, apply by Friday, July 31, 2023.*

