



Title: Director of Development

FLSA Classification: Exempt

Reports to: CEO

Supervisory Responsibility: This role will have direct Marketing & Communications reports.

Location: Preferred location, central North Carolina. Role will be hybrid and is expected to come into Cary, NC office once per week.

Launched in 1982 under the direction of rural health champion Jim Bernstein, the Foundation for Health Leadership & Innovation is a nonprofit organization that advances collaborative, equity-centered, and community-driven solutions to improve the overall health and well-being of all North Carolinians.

Our vision is a North Carolina in which everyone has equal opportunity to attain their full health and well-being potential, and where no one is disadvantaged due to demographically, socially, or economically defined circumstances.

At FHLI we embody a spirit of innovation and believe that sustainable, system-level change is driven by the people directly impacted by the longstanding inequities that continue to impact our society. Our staff are conveners and facilitators who create open environments for developing collaborative relationships and advancing new ideas and strategies.

FHLI is currently looking to fill the **Director of Development** role. This role is a key leadership role responsible for developing and executing comprehensive strategies to secure philanthropic support, cultivate strong partnerships, and enhance community engagement. Reporting to the CEO, the Director of Development will lead all fundraising activities, including individual and corporate donations, grant acquisition, grant writing, grant management and special events. This role requires a dynamic and experienced individual with deep community connections, particularly within the health care or community wellness market, and a proven track record of meeting or exceeding financial goals. The Director of Development will also serve as a passionate advocate for the organization, effectively communicating our impact and building strong relationships with stakeholders. This position requires travel across North Carolina and some domestic travel.

Responsibilities/Essential Functions:

- **Fundraising and Development:**
 - Develop and implement comprehensive fundraising plans to achieve or exceed annual financial goals established by organizational leadership.
 - Identify, cultivate, solicit, and steward relationships with individual donors, corporations, foundations, and other potential funding sources.



- Lead the development and execution of fundraising campaigns, including annual appeals, major gift initiatives, planned giving, and online fundraising.
- Create an annual fundraising campaign schedule for donor follow-up and outreach.
- Ability to close fundraising efforts (“secure the commitment”). Oversee the planning and execution of successful fundraising events.
 - Ensure that fundraising and attendance for the Bernstein event increases year after year.
- Maintain accurate donor records and ensure timely acknowledgments and reporting.
 - Create and maintain phone/email log.
 - Create and maintain a CRM database to track contacts for fundraising initiatives as well as follow-up communication.
 - Track outreach activity versus revenue generated to monitor effectiveness of outreach campaigns.
 - Work with the CEO to identify what metrics should be tracked.
- **Partner Engagement:**
 - Build and maintain strong, collaborative relationships with existing and prospective partners, particularly within the health care and community wellness sectors.
 - Develop and implement strategies to deepen partner engagement and maximize their philanthropic contributions.
 - Serve as a primary point of contact for key partners, ensuring effective communication and alignment of goals.
 - Collaborate with program staff to develop compelling partnership opportunities that align with organizational priorities.
 - Tap into internal expertise and maintain a thorough knowledge of the organization's programs and initiatives to effectively engage partners.
- **Grant Management:**
 - Research and investigate grant opportunities for business growth and development.
 - Make grant recommendations to leadership for pursuit.
 - Estimate time to complete grant process and any additional resources and materials needed for current and future grants.
 - Write grant applications independently with organizational feedback and support.
 - Monitor grant schedules and status of grants submitted.
 - Track success rate of grant development.
- **Community Engagement:**
 - Develop and implement strategies to enhance the organization's visibility and engagement within the broader community using the “Community Voice Model”.
 - Serve as a passionate and articulate spokesperson for the organization at community events and meetings.
 - Cultivate relationships with community leaders and organizations



to build awareness and support for the organization's mission.

- **Organizational Knowledge and Advocacy:**

- Maintain a thorough and current understanding of the organization's programs, initiatives, and impact.
- Effectively communicate the organization's mission, values, and achievements to diverse audiences.
- Serve as an internal champion for partner engagement and development initiatives.

- **Leadership and Management:**

- Contribute to the overall strategic financial planning and decision-making of the organization.
- Manage the development and partner engagement budget effectively.
- Stay informed about best practices in fundraising, philanthropy, and partner engagement.
- Complete annual professional development initiatives that contribute to the overall success of this role.
 - Work with your leadership to define initiatives and communicate back to Manager/HR completion of initiatives.

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Education and Certifications:

- Bachelor's degree required; master's degree preferred.

Skills and Capabilities:

- Minimum of 7+ years of experience in development, fundraising, and partner engagement within a non-profit organization.
- Demonstrated success in securing significant philanthropic contributions from individuals, corporations, and foundations.
- Extensive background in grant acquisition, grant writing and grant management.
- Proven experience in event planning and management.
- Deep community connections, particularly within the health care or community wellness market in North Carolina.
- Thorough knowledge of non-profit fundraising principles and practices.
- Excellent interpersonal communication (written and verbal), and presentation skills.
- Strong organizational and project management skills with the ability to manage multiple priorities and meet deadlines.
- Ability to work independently and as part of a collaborative team.
- Proficiency in CRM software and other relevant technology.
- Willingness to travel across North Carolina and some other domestic travel.
- A genuine passion for the mission of FHLI and a deep commitment to serving underserved communities.
- Proven ability to meet or exceed financial goals.
- Experience in identifying and securing grant funding is highly desirable.
- Demonstrated ability to develop creative market strategies for fundraising.
- Constant commitment to staying educated on the organization's knowledge base and effectively leveraging internal expertise.

Physical Requirements:



- Ability to sit for long periods of time in front of computer screen.
- Ability to drive and travel long distances.
- Ability to lift 25 to 50 pounds at times, carrying company materials to events.

Travel required:

- Travel expected for this role is 25% to 50%
- Travel may be outside of state
- Will be required to drive own vehicle or obtain rental vehicle for position.

EEO statement: *We are an equal employment opportunity employer and do not discriminate against any person because of race, color, creed, religion, national origin, political affiliation, sex, gender identity or expression, sexual orientation, age, disability, genetic information, or other reasons prohibited by law (referred to as "protected status"). This nondiscrimination and opportunity policy extends to employment, use of all company facilities, membership, board service and leadership, volunteerism, participation in any of the organizations programs or services and all employment actions such as promotions, compensation, benefits, and termination of employment.*

NOTE: *The above information is intended to describe the most important aspects of the job. It is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required to perform the work. Duties, responsibilities, and activities may change at any time with or without notice.*

