



We Are Hiring!

Here for the Girls Development Manager

Position: Development Manager
Reports to: Executive Director (Chris Schwab)
Focus Area: Development

OUR MISSION AND VISION

Here for the Girls (H4TG) is a health and human services nonprofit aiding in the breast cancer healing journey from diagnosis, through treatment, and beyond. Our mission is to improve the lives of young women affected by breast cancer by providing ongoing psychosocial and educational support. We imagine a world where no woman needs to face this journey alone. A breast cancer diagnosis leaves scars – both visible and invisible and H4TG provides a safe and inclusive space where our young members can share their stories and thus begin the journey of healing. H4TG is committed to a culture that celebrates all people regardless of their ethnicity, race, color, abilities, religion, socioeconomic status, culture, and sexual orientation. Our values are foundational to our work and are centered on placing love above all. We also value trust, respect, and building strong relationships with our community; continuously learning and improving our work; and creating space for joy, fun, and passion.

Learn more at hereforthegirls.org

COMMITMENT TO DIVERSITY

The work of H4TG is shaped by a wide range of perspectives, experiences, and backgrounds. This diversity is essential to our mission, and all are welcome to apply. H4TG is an equal opportunity employer. All qualified applicants will be considered for employment without unlawful discrimination based on race, color, creed, national origin, sex, age, disability, marital status, sexual orientation, military status, prior record of arrest or conviction, citizenship status, or current employment status.

THE ROLE

The Development Manager is responsible for the vital revenue streams needed to achieve our mission and serve our members. The portfolio includes signature events, community sponsored fundraisers and external education programs. One key success factor for all these areas is nurturing current relationships with donors and community partners as well as cultivating new ones. Another is effective project management for each event with regular team support in all areas tied to the event and to the goal of each.



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THE PROFILE

The Manager has the ability to lead all components tied to special event projects in an organized manner that maximizes the skills of the entire team. They understand the impact that dependencies, whether internal or external, have on the success of an event and are able to mitigate risks. This person will research and explore different ways in which to raise funds and supporters for the organization. They are people-oriented, quick to engage, and believe in the value of cultivation and stewardship. This person has the humility and curiosity needed to understand what donors care about and a knack for authentically connecting with others and providing a superior donor experience. They are a quick study, eager to learn, and passionate about nonprofit work and changing the face of the nonprofit sector.

Professional qualifications:

- 3-5 years of project management experience. Skilled in working with both an external and internal team.
- Previous experience in sales or marketing also acceptable.
- Sound knowledge of the charity sector.
- Experience managing a team.
- Experience in managing a set budget.
- Proven experience in the area of successful fundraising efforts
- Excellent written and verbal communication skills. Understands how to apply communication techniques that will be effective in situational awareness.
- Proficient in technology, especially with the Office 365 Suite
- Proficient in social media and ability to learn organization software such as Sales Force.
- Bachelor's degree

Cultural Qualifications:

- Listen intently to other's perspectives.
- Value each other's uniqueness (what we can see and what we can't see).
- Embrace the different backgrounds and experiences of the H4TG community.
- Strong sense of team collaboration. Some nights and weekends are required.
- Be able to work in both an agile and ambiguous environment.



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THE ESSENTIAL FUNCTIONS

- Develop and execute fundraising strategies.
- Foster ongoing relationships with donors, both direct and in-kind
- Plan and host 3 signature fundraising events, all community supported events, and external educational events.
- Assign tasks and maintain the progress of staff members.
- Plan and manage marketing efforts tied to all events
- Develop alliances and partnerships with other organizations.
- Work collaboratively with the team to enhance fundraising efforts.

All H4TG team members are expected to:

- Build positive relationships.
- Maintain positive, professional, and timely communication.
- Collaborate with other H4TG team members to resolve problems and innovate to improve our systems.
- Contribute to social media, website, emails, and internal communications content to highlight operational accomplishments.
- Demonstrate commitment to diversity, equity, and inclusion with respect and sensitivity for cultural differences.
- Contribute to the overall success of the organization by performing all other duties, responsibilities and special projects as assigned.

APPLICATION DETAILS

Job Posted: May 8, 2024
Job Posting Deadline: June 7, 2024
Send Resume and Cover Letter to: chris.schwab@herefortheirls.org

H4TG is a fast-paced work environment anchored in a clear mission and set of objectives around the growth and deepening of services provided to individuals affected by breast cancer. This is a fulltime, exempt position reporting to the Executive Director with a salary range based on experience. As an employee, H4TG offers a competitive benefits package which includes health (paid in full by the employee), 15 days PTO, flex time, cell phone stipend and training opportunities.



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The role is in person with some nights and weekends required. Applications are requested by June 7, and interviews will be conducted on a rolling basis afterwards. Please submit a cover letter (sharing your experience/passion and this role) and resume to chris.schwab@hereforthegirls.org.