**Position Title:** Director of Development  
**Application Closing Date:** Open until filled  
**Position Start Date:** When filled

**Job Hours:** Full-time, exempt, some evenings and weekends required

**Salary:** Commensurate with experience

***San Diego LGBT Pride seeks an experienced Development professional dedicated to growing and improving our annual Donor & Sponsorship programs.***

**About San Diego LGBT Pride**

Formed in 1974 as a sponsored program of The Center for Social Services, we produced the first Lesbian and Gay Parade in San Diego to celebrate the 1969 Stonewall Rebellion on New York's Christopher Street. San Diego Pride incorporated as a 501(c)(3) nonprofit organization in 1994, and today it continues to bring together the skills, talents and vision of our diverse community through numerous programs.

**Our Values**

**Diversity** - Being inclusive, accepting and respectful of the differences of people who share our values.

**Respect** - Valuing others by accepting individuality and demonstrating courtesy and mutual regard.

**Honesty and Integrity** - Communicating factual information and being true to our values.

**Accountability** - To be responsible for the effects and consequences of our words and action.

**Job Summary**

As part of San Diego Pride’s mission to foster pride locally and worldwide, the Director of Development will be responsible in overseeing all areas of development, included but not limited to, sponsorships, donations, grants, and fundraising.

The Director of Development is responsible for planning, organizing, and directing all of San Diego Pride’s fundraising including, the major gifts program, annual fund, planned giving, special events and capital campaigns. Direct and oversee all administrative functions of the Development Department. The Director works closely with The Executive Director and the Board of Directors in all development and fund raising endeavors.

**Duties and Responsibilities**

**Fund Development**

Responsible for developing and implementing the development strategy for San Diego Pride for year round programming. Development funding will be pursued, but not limited to, various categories of current donors and sponsors. The Director of Development will also pursue and obtain new areas and fields of potential donors and paid sponsorships.

**Corporate Sponsorship**

Cultivate and maintain effective working relationships with sponsors and donors. Execute all sponsorship contracts and oversee fulfillment of contract commitments. Oversees sponsorship sales, growth, fulfillment and general annual servicing. Work closely with other staff members in the creation of all Development marketing materials, programs, and benefits. Evaluate corporate sponsors. Coordinate and manage event VIP areas including Rally VIP reception, festival VIP area, and parade VIP check-in.

**In-Kind Sponsorship Management**

Oversee In-Kind donation acquisition. Volunteer village hospitality coordination; delivery of food & beverage, donations for feeding all volunteers during Festival weekend. Coordinate the delivery of In-Kind donations to correct places.

**Fundraising**

Conceive, create and oversee year-round donor/fund-raising campaigns. Implement donor system for database. Expand grant writing program. Provide mandatory follow-up reporting of awarded grants. Fund-raising for advocacy, programming, and other San Diego Pride supported events.

**Required knowledge, skills, and experience:**

* Meeting or exceeding established fundraising goals.
* Project Management - Develops project plans; Coordinates projects; Communicates changes and progress; Manages project team activities.
* Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Sets goals and objectives.
* Cost Consciousness - Works within approved budget; Develops and implements cost saving measures; Conserves company resources.
* Ability to take initiative and problem solve.
* Excellent verbal and written communication skills.
* Ability to actively engage at events and venues creating lasting relationships/partnerships.

**Minimum Qualifications**

* Bachelor’s Degree preferred.
* Minimum Experience: 3 Years, Combined education/experience as substitute for minimum experience.
* Reliable transportation

**A complete application should include the following for consideration:**

1. **Cover letter**
2. **Resume**
3. **Salary history and salary expectation**

***To apply, please send your cover letter, resume, and salary history and expectation electronically to:***

**careers@sdpride.org**

***Please note: We are unable to accept any walk-in, email or phone inquiries for this position opening.***