

## Teach For America

**ROLE:** Managing Director, Development

**TEAM:** Texas Development Hub

**REPORTS TO:** Senior Managing Director (SMD), Development

**LOCATION:** Houston

### THE ROLE

The Managing Director (MD), Development will serve on the Texas development frontline fundraising team serving as the critical external development lead to our executive director and local advisory board in the Houston market.

At the heart of our frontline fundraising team is building a base of philanthropic champions interested in accelerating educational equity in our local communities and across Texas. With an annual revenue target ranging from 1.5 Million to 2 Million over the next 2-years, the MD, Development will predominately focus on expanding gifts in the 5K-250K giving ranges, through a diversified portfolio of individual giving, foundations, and corporate giving.

### THE PERSON

The MD of development will have a strong focus on new donor acquisition. The MD Development will work to steward a local set of philanthropic champions and supporters, with a focus on their annual revenue target, key progress indicators related to renewals, upgrades, brand engagement, and other non-revenue based KPIs.

As a senior frontline fundraiser, you will directly solicit, cultivate, and steward the interests and motivations of prospects in your portfolio, and at times leverage our leadership network of executive fundraisers, executive directors, board members, and other champions to solicit and hold relationships based on the strategy you set in place.

The MD Development will work in partnership with colleagues across the Texas Development Hub in support of regional executive directors and local advisory boards.

The right candidate believes this is done through genuine relationship building, connecting donor motivations and interests to the mission of Teach For America, and deepening donor proximity and conviction in our theory of change and the boldness of what's possible when leaders across sectors work together toward a common purpose.

### **(15%) Regional Development Vision, Strategy, & Direction**

- Oversee the systems and direct work with the Houston Executive Director working directly to leverage their relationships, and their current/future boards to support local and enterprise development targets and non-revenue Texas development KPIs.

- Construct revenue-based goals for your regionalized portfolio including bottom line-targets, upgrades and renewals, brand stewardship, and other non-revenue KPIs
- Set a strategy (cultivation, solicitation, and stewardship) and execute on an action plan for your portfolio focused on inspiring and activating champions across Houston
- Support the Texas Development Hub work-flow, leveraging our specialized teams to expand your capacity through the work of our experiences team for stewardship and events, grant writing, operations, and leaning on the MD of Corporate giving for statewide corporate strategy.

### **(75%) Donor Acquisition, Cultivation, Stewardship**

- Oversee proposal development, submission, and donor solicitations for individual giving, foundations, and corporate giving in Houston
- Analyze fundraising progress to goal, identifying what is driving and impeding progress -- work with Texas Development Hub leadership team to seize opportunities, problem solve gaps to targets, and adjust priorities ongoing to maximize your portfolio
- Deliver compelling verbal pitches that incorporate investor motivations, accurate data, and inspiring stories that reflect our unique mission and work.
- Respond quickly and comprehensively to requests for follow-up, clarification, and additional information with the aim of demonstrating the appreciation and value we place on our champions' support
- Efficiently track and monitor all communications, actions, events, and commitments for each partner in the portfolio in Salesforce to ensure a positive and consistent investor experience.

### **(10%) Fulfill Critical Texas Team Responsibilities**

- Carry out foundational activities:
- Engaging in functional team and statewide team retreats and meetings;
- Engaging in Diversity, Equity, Inclusiveness (DE) and anti-racist training, reflection, and application
- Preparing and leading check-ins with your manager around progress toward goals
- Leveraging national resources (e.g. weekly newsletters, daily gift reports, etc.)
- Preparing for and engaging in our performance development program Upholding our data management, office operations, and fiscal responsibilities Make a direct impact on the organizational mission of enlisting, developing and mobilizing leaders to strengthen the movement for educational equity by interviewing applicants to Teach For America; increasing programmatic knowledge of local and statewide impact through direct
- Interaction of programmatic activities and/or engaging with Teach For America corps members and alumni.

## **THE MUST HAVES**

### **Prior Experience**

- 7 years of work experience with increased responsibility; at least 3 years direct fundraising experience
- Experience in project management, including managing people vertically and laterally, to meet outcomes and deadlines
- Experience in the K-12 education sector, or public school systems not required but a plus
- Knowledge of Houston philanthropic landscape(s) a plus
- Track record of achieving ambitious goals

### **Work Demands**

Ability to work some evenings, weekends, and early mornings

Willingness to travel to and from in-person donor meetings as well as key events/gatherings primarily in-between the Rio Grande Valley, San Antonio, and Austin, but on occasion throughout Texas

### **Skills**

- You are passionate about issues related to educational inequity in Texas.
- Exceptional relationship management skills, and strong belief in a people-focused approach to donor management
- Strong gravitas, presence, and maturity that engender respect and facilitates strong partnerships
- Strong writer and effective verbal communicator, with ability to tailor approach to different constituency groups
- Strong project management skills and an ability to handle multiple projects with competing priorities to achieve ambitious goals. When you face a problem, your first instinct is to break it down into smaller, manageable pieces and ruthlessly prioritize what is most important.
- Strong outcomes orientation, using key data sets to drive evidence-based decision making and prioritization choices in pursuit of holistic goals and KPIs
- Agility to navigate a large and complex national organization; You strive towards outcomes by working collaboratively with others inside and outside of your immediate team
- You are a conscious leader, and have a strong understanding of the dynamics of race and class in America and a history of operating in the spirit of our commitment to diversity, equity, and inclusiveness.
- Outstanding judgment, discretion, ethical standards and commitment to responsible stewardship
- Deep commitment to Teach For America's mission and core values Education
- Bachelor's degree required

### **THE HIRING PROCESS**

Step 1: Application Review

Step 2: Recruiter Screen

Step 3: Work Sample Request

Step 4: Panel Interview

Step 5: Reference Check

Step 6: Offer

### **THE TEAM**

The Texas Development & Public Affairs team is a 20-person team focused on fundraising and public affairs. We are an integrated set of specialized teams working together to build a world-class development operation across the state and support our five Texas regions and Teach For America holistically. We collaborate closely with internal and external stakeholders to steward the economic model and our enterprise strategy approach, as well as expand the capacity of the executive leadership team in Texas to pursue donors aligned to our statewide 10-year goals.

### **ADDITIONAL INFORMATION**

The applicable salary range for each U.S.-based role is based on where the employee works and is aligned to one of 3 tiers according to a cost of labor index in that geographic area. Starting pay for the successful applicant will depend on a variety of job-related factors, which may include education, training, experience, location, business needs, or market demands.

Tier A \$90,000 to \$134,800

Tier B \$98,100 to \$146,900

Tier C \$106,200 to \$159,100

You can view which tier applies to where you plan to work [here](#). If your location is not listed, please click [here](#) for additional total rewards information

### **THE PERKS**

[By joining staff](#), you join a network of individuals committed to pursuing equity for all students and developing themselves as professionals in the process. We as an organization value the longevity of our employees and offer a comprehensive and competitive benefits plan. The salary for this position is also competitive and depends on your prior work experience. Please be advised, you will have an opportunity to discuss salary in more detail after you begin the application process.

### **NEXT STEPS**

Interested in this position? [Apply now!](#) If you still have questions regarding the role, feel free to contact our recruitment team at [StaffHiring@teachforamerica.org](mailto:StaffHiring@teachforamerica.org) or visit [www.teachforamerica.org/about-us/careers](http://www.teachforamerica.org/about-us/careers)

Colorado, Connecticut, or Nevada Residents: If you are based in Colorado, Connecticut, or Nevada, please click [here](#) for total rewards information.