

The Opportunity:

In the United States, only 25% of high-achieving students from low-income communities apply to the nation's most selective colleges and universities. At EMERGE, we believe that talent is universal, but opportunity is not. Grounded in this belief, EMERGE empowers and prepares high-performing students from underserved communities to attend and graduate from selective colleges and universities across the nation.

A successful candidate will be an experienced, entrepreneurial, articulate, and a highly motivated leader with demonstrated success in generating revenue, leading a team of fundraising professionals, and providing strategic oversight for a complex philanthropic program. Candidates who are passionate about the opportunity to effect meaningful change in the lives of thousands of high-performing students from income-constrained communities and the next generation of leaders are encouraged to apply.

Estimated Start Date: July 1, 2023

Reports To: Vice President of Development

Salary Range: \$95,000-\$120,000

The Role:

It is particularly an exciting time to join the EMERGE team! EMERGE has experienced accelerated growth over the last five years, and we are positioning ourselves to be the leading national college access organization that will serve over 6,000 students over the next several years. With this level of growth, the need to enhance our fundraising strategy and increase local and national funding opportunities has become more critical.

Reporting to the Vice President of Development, the Managing Director of Development (MDoD) will serve as a key senior fundraiser and an active participant in increasing EMERGE's financial sustainability through developing and implementing an infrastructure needed to elevate and secure philanthropic funds to \$5M+ annually. The MDoD will also help to expand and diversify our pipeline of individual donors through effective solicitation, cultivation, stewardship, datamining, and elevate our fundraising events. The MDoD will manage three direct reports including the Director of Individual Giving, Director of Donor Engagement, and the Grants Manager.

Key Areas of Oversight:

40% - Fundraising + Development

- Support and partner with the VP of Development on all major fundraising initiatives and to create and implement an annual development plan and strategy
- In partnership with the VP of Develop, help drive strategy development around mid-level and major gift solicitations for campaign priorities and general operating
- In conjunction with the VP of Development help to build a pipeline of new major donors through datamining, identification and qualification of prospects, networking and devising creative strategies to leverage current donors' networks
- Manage a donor portfolio of approximately 100 relationships
- Serve as point person for corporate relations and partnerships and work cross-departmentally to fulfill corporate partnership benefits
- With a focus on transformational philanthropy, develop innovative strategies and events to bring donors closer to EMERGE's work and strengthen their commitment to the mission
- Develop and manage timelines for various fundraising activities to ensure plans and critical fundraising processes are carried out in a timely manner
- Build out a robust datamining, analysis, and reporting infrastructure to spotlight and keep a strong pulse on prime areas of opportunity and to drive persistent fundraising strategies and outcomes

- In conjunction with the Vice President of Development, help to build a strong prospect list of prospective foundations, locally, regionally, and nationally, through identification and qualification and networking.

60% - Team Management + Leadership

- Lead and develop a high-functioning team with an inclusive and intentional team culture
- Cultivate trusting relationships with your direct reports and across the organization, inspiring, motivating and coaching them to execute on priorities and deliver optimal fundraising results
- In collaboration with the VP of Development, help to build a culture of philanthropy and strengthen collaboration across teams

As a senior member of the development team, own the philosophy and vision of key major work streams including EMERGE's annual fundraising events, mentor program, individual giving and stewardship models, foundation prospecting, grant applications, compliance and reporting, and development operations, managing key team members to oversee the success and elevation of those major functions:

The MDoD will:

- Work with the Director of Donor Engagement to elevate EMERGE's annual fundraising events and develop and implement a vigorous stewardship model aimed at inspiring and cultivating deeper ties with donors
- Work with the Director of Individual Giving to create a robust individual giving program that includes thoughtful solicitation strategies (i.e., major gift proposals, monthly donor programs, direct mail, online giving, digital fundraising campaigns, etc.) for major, mid-level, and annual individual donors helping to create a moves management system and pipeline to move small gifts to larger gifts
- Monitor and report regularly on the progress of development initiatives and fundraising activities and work with the Senior Coordinator of Development Operations to produce useful fundraising reports and donor data/giving reports for VP, CEO, and Board of Directors
- Work with the Senior Coordinator of Development Operations to monitor donor information and ensure consistent and effective maintenance of donor data and database
- In conjunction with the Director of Individual Giving, oversee the mentor program ensuring a streamlined approach to recruitment for mentors and students, creating buy-in from key staff, and creating meaningful engagement opportunities to deepen affinity of mentors
- Work with the grants manager to create a streamlined process for tracking grant outcomes, renewal applications, meetings, and reporting and collaboration across teams.

The MD of Development is the perfect opportunity if the following describes you:

- Has experience building strategic partnerships and relationships with Houston's vibrant philanthropic community.
- Is a strategic thinker and strong project manager who can design and execute a plan with complicated, nuanced factors and organize information in a clear and easy to use manner.
- Models versatility in addressing analytic and strategic issues
- Promotes innovation, creativity, and resourcefulness as well as draws insight from multiple sources
- Resolves challenges with an eye toward what is required to scale and sustain solutions
- Models ability to adapt to new information or changing context, while remaining focused on fundraising targets and meeting annual goals.
- Has deep commitment to EMERGE's mission.

- Has a commitment to diversity, equity, inclusion demonstrated by a demonstrated willingness to examine personal identity and biases and comfort engaging in and model conversations around race, class, and privilege.
- Has demonstrated skill in managing a high-performing, equity focused team: evidence of leading a team to improve results, building a strong culture with high expectations, coaching, and developing direct reports, and developing authentic and trusting relationships across the team.
- Has a demonstrated career-long history of constant learning and continuous personal development learning through self-awareness of strengths and areas of improvement; a track record of building skills and knowledge through personal initiative; and a history of executing on feedback to improve performance.
- Has sophisticated relationship-building and communication skills: the ability to build trust and adapt communication styles to work effectively with people from diverse backgrounds, experience levels, and cultures.
- Has strong analytical thinking, including experience and skills with contributing to the development of and managing budgets and working in excel/google sheets.
- Has a high degree of personal leadership, organization, and drive: evidence of taking initiative and owning outcomes for yourself and others.
- Has a solutions orientation: the ability to identify and implement solutions independently in a fast-paced, entrepreneurial environment, and a track record of taking responsibility when faced with challenges.

Ideal Candidate will have:

- 5-7 years of fundraising experience with demonstrated success in soliciting 6 or 7 figure gifts driving and meeting annual fundraising targets
- Bachelor's degree is highly preferred
- 3-5 years management experience; desire and ability to lead a small team, supporting their continued learning and development
- High energy and passion for EMERGE's mission is essential
- Strong organizational skills; ability to effectively prioritize and meet deadlines
- Proficient in MS Excel
- Experience using DonorPerfect preferred
- Ability to work both independently without close oversight, but also a team player who will productively engage with others at varying levels of seniority within and outside EMERGE
- Strong commitment to diversity, equity, and inclusion
- Direct experience collaborating with nonprofit boards and/or board development committees
- Expertise in data management, monitoring fundraising metrics, and using data to guide decision making

Who we are:

At EMERGE, we live by our Core Values:

- Equity grounds us
- Diversity defines us
- Talent mobilizes us
- Meaningful relationships fuel us
- Results distinguish us

Founded in 2010, EMERGE is a developmental, college access organization changing the life trajectories of thousands of students across the Houston area. Since its inception, EMERGE has grown from serving 14 students across four high schools, to serving over 1,600 high school students across five school districts. We also serve over 1,400 college scholars at over 100 selective colleges and universities across the country.

The EMERGE nonprofit is a partner to EMERGE Houston ISD, EMERGE Spring Branch ISD, EMERGE Spring ISD, EMERGE Aldine ISD, and EMERGE Klein ISD.

As EMERGE's impact has grown, our nonprofit team has grown to over 40 staff members. The staff includes our College Access Team, College Success Team, Program Assets Team, Finance, Operations & HR team, and Development Team. You will be joining an energetic, passionate team of individuals working to propel Houston's top talent upwards and onwards.

What we offer:

At EMERGE, we aim to enact our core value of "equity grounds us" within our compensation practices to ensure a competitive and equitable salary & benefits package for all employees.

To determine salary; we consider each candidate's relevant experience, growth potential, and responsibilities within the role, as well equity across similar roles within the organization. **The salary range for this role is \$95,000-\$120,000.**

Our salary bands are established to accommodate growth within the role and varied experience levels at point of hire. Based on historical data, we anticipate most candidates will begin their time at EMERGE at the lower end of the salary band. Yearly increases are based on the impact and scale of your role, along with external market factors.

Benefits:

- We offer Medical, Dental, and Vision insurance.
- We provide Short-Term and Long-Term Disability insurance, along with Life Insurance.
- We have a 403b plan that employees can opt into.
- Each employee has 27 Paid Time Off days for the year plus an additional 12 scheduled wellness days. EMERGE is closed for 18 holidays.

The review of applications will begin immediately and continue until the position is filled, although submission before the priority deadline is **highly encouraged**.

Apply here: <https://emerge-fellowship.breezy.hr/p/8744ebb72d19-managing-director-of-development?state=published>