

A BETTER CHICAGO

POSITION: DIRECTOR OF DEVELOPMENT

ABOUT THE ORGANIZATION

A Better Chicago is a nonprofit venture philanthropy fund that focuses on fighting poverty and inequity in Chicago by improving opportunities for Black and Latinx youth from low-income backgrounds. We approach this work by harnessing best practices to invest financial and intellectual capital in our expanding portfolio of high impact, high-potential local nonprofits as they work on the front lines to empower young people from cradle through career. Since our founding in 2010, we have provided more than \$40 million in support to dozens of Chicago nonprofits serving over 43,000 young people annually. Through our approach to selecting and supporting outstanding organizations, A Better Chicago seeks to build a more equitable city for young people while setting an example of how philanthropy can drive compelling results at scale.

Key elements of A Better Chicago's model include:

- **Rigorous due diligence:** A Better Chicago carefully screens organizations and only funds those that have strong leadership, a compelling program model and a demonstrated commitment to outcomes measurement
- **Adding value:** It takes more than just money. A Better Chicago provides strategic support in areas like business planning, executive search and leadership development—all of which are critical to building strong organizations and achieving meaningful outcomes
- **Results:** A Better Chicago's team works tirelessly so that every dollar raised has the maximum possible impact. The organization openly shares its performance because it believes in accountability. It's part of how A Better Chicago is transforming philanthropy
- **100% impact:** A Better Chicago's board of directors and leadership council cover all of our administrative costs, so 100 percent of all donations are supporting our portfolio of outstanding nonprofits

Since launching in 2010, A Better Chicago has made compelling progress:

- Raised over \$50 million to invest in Chicago's most effective nonprofits
- Built a board, leadership council, impact council and high-performing staff
- Reviewed 800+ organizations and built a portfolio of 18 high-performing organizations
- Developed partnerships with leading professional services firms to help grantees tackle their most pressing strategic and operational challenges
- Created an Emergency Relief Fund that has accumulated nearly \$2.5 million to support 46 local initiatives during the COVID-19 pandemic.

For more information, please visit www.abetterchicago.org.

ABOUT THE POSITION

A Better Chicago seeks an experienced, strategic, and passionate Director of Development. The Director of Development is a leadership role responsible for advancing A Better Chicago's mission and achieving a

multi-million-dollar fundraising goal. This position reports to the Chief Marketing + External Affairs Officer and is ultimately responsible for ensuring A Better Chicago secures the funds and resources required to achieve our bold mission. This position is a critical member of A Better Chicago's Management Team and manages one staff associate and shares an administrative staff person with other members of the Marketing and External Affairs Team.

The Director of Development will be charged with designing, implementing, and managing all fundraising activities. This includes creating and executing strategies to achieve fundraising goals through managing a growing portfolio of donors, creating meaningful experiences for key stakeholders, and ensuring internal team and operations are efficient to maximize impact. This role requires a strategic and engaging relationship manager who is passionate about providing opportunity for young people in Chicago. This position requires an analytical, creative, collaborative, and passionate people-person who helps shape marketing and organizational strategies.

Leading revenue generation and management, this role is critical to both the stakeholder engagement efforts and also internal finance processes. Responsibilities also include creating efficient strategies to manage donor portfolios for the CEO, Chief Marketing + External Affairs Officer, and board chair; creating unique experiences for individual and groups of donors that build their relationship with A Better Chicago and deepen their understanding of philanthropic best practices and the nonprofit landscape; contributing to organizational strategies around grantmaking, operations, and marketing. The Director of Development will play a critical role in helping A Better Chicago make progress towards its ambitious goals and aspirations and taking its current success with fundraising to the next level. To be successful, this individual will hold him/herself to high performance standards, possess exceptional people management skills, and bring an analytical lens to this work.

Why this is your dream job:

This is a unique opportunity to lead fundraising for a grantmaking organization. You get to experience philanthropy from all angles and leverage that insight to help donors make strategic decisions about their own philanthropy. For the entrepreneurial people-person with an appetite for data and strategy work, life does not get any better. The organization is at an exciting period of growth and evolution.

As we understand the new fundraising landscape amid COVID-19, this role will work in partnership with the Chief Marketing + External Affairs Officer and Director of Communications + Engagement to shape our future fundraising and communication strategies and cultivate new strategic partnerships. In addition, A Better Chicago's CEO, Board and Leadership and Impact Council members are built in assets who are experienced at providing valuable fundraising connections and making the 'ask'.

This is an incredible opportunity to 1) directly contribute to A Better Chicago's strategy and impact, 2) champion the communities and leaders driving important work for our city, 3) work with an amazing and collaborative team, and 4) network and engage with diverse stakeholders from the nonprofit, philanthropic, education, and private sectors. If you are excited by the idea of motivating others to contribute to the great solutions that are dramatically enhancing opportunities for Black and Latinx youth in Chicago, this is your ideal job.

Why this is a challenging job:

This is a demanding role. A Better Chicago is a lean and highly entrepreneurial organization with high standards and ambitious targets. You should expect to work hard and roll-up your sleeves to accomplish the work required. This means being able to effortlessly transition from work on big picture strategies to the details of daily

operations. You will receive meaningful support and professional development as part of a highly collaborative team, but your success will rely on your ability to be a self-starter and quick learner. A Better Chicago has built a strong base of donors, but the ongoing work of identifying and engaging new potential donors is challenging. A successful Director of Development will identify ways to maximize efficiency in how they manage their portfolio while still building strong and authentic connections between donors and A Better Chicago. As a nonprofit venture philanthropy fund, we are not direct service and therefore must be creative about how we tell the story of our impact and engage donors in this work. The right person will be excited about these aspects of the role and will have a track record of outstanding leadership in demanding environments.

Specific responsibilities include, but are not limited to:

- *Fundraising strategy and donor engagement*
 - Create, implement, and manage data-driven strategies for annual and long-term revenue growth to achieve \$10M annually
 - Oversee the strategy, engagement and growth of A Better Chicago's major and mid-tier donor portfolios, including: prospecting, qualifying, cultivating, soliciting, and stewarding individual, corporate, and foundation prospects and donors. This includes:
 - Proactively and systemically developing and strengthening long-term relationships with an assigned portfolio of existing donors, prospects, and key stakeholders; including leading executives and philanthropists
 - Crafting and managing strategies for 250+ donors, including donor portfolios of CEO, Chief Marketing + External Affairs Officer, and board chair
 - Continually deepen understanding of philanthropic best practices and the nonprofit landscape and apply these learnings to ABC's fundraising efforts
 - Develop and manage initiatives to build strong pipeline of new potential donors as well as initiatives to retain and steward current donors to inspire continued and increased giving
 - Prepare memos, major gift proposals, newsletters, presentation materials, grant reports, etc. as needed.
 - Collaborate with other A Better Chicago staff to leverage opportunities, build awareness, and develop value-added, meaningful engagement for donors
 - Partner with the Chief Marketing + External Affairs Officer, the CEO, and the Development Associate to steward and best leverage the Board of Directors, the Leadership Council, and the Impact Council, and the External Affairs Committee
 - Work collaboratively with members of the marketing team to develop virtual and in-person events to engage and educate donors
 - Work with development, communications and program staff to develop compelling materials to maximize fundraising results
- *Development team and operations*
 - Report and analyze revenue progress, results, and giving trends to the Chief Marketing + External Affairs Officer and relevant stakeholders on a regular basis and assist with specific finance functions as needed (e.g. audit, monthly reconciliation, revenue forecast); leverage insights to inform strategies for engagement of prospective and current donors

- Oversee and refine tracking systems as organization continues to scale in dollars raised and stakeholders engaged, includes maintaining accurate, concise and timely records in Salesforce, e.g. donations, pledges, bio data and donor touchpoints and progress notes
- Manage the budget for all development related activities
- Supervise a development associate and support an external affairs coordinator, including investment in professional development as well as support on their workstreams
- Work with and provide guidance to interns, as relevant
- Track impact of initiatives to understand ROI and determine appropriate paths forward
- *Partnership Cultivation and Growth*
 - Oversees the development and implementation of creative approaches to donor partner engagement and community building
 - As a core responsibility of every role at A Better Chicago, be a champion and face of our organization, identifying and cultivating relationships and partnerships with key individuals and businesses that believe in our mission
 - Actively engage in sector happenings (via relevant communities, events, publications, etc.) to inform perspective on best practices and partnership opportunities
 - Develop and facilitate a long-term partnerships strategy to benefit the organization and grantees that we support
 - Lead the team in executing external engagements and events that support our partnerships and positioning objectives
 - Develop and refine the vision and strategy for engagement of corporate partners that creates mutual value
- *Cross-Organizational Leadership*
 - Support A Better Chicago's overall goal setting, progress measurement, and strategies for grantmaking, operations and revenue generation
 - Serve as a leader on the marketing team by helping to shape overall team vision, goals, and strategy to meet A Better Chicago's revenue and thought leadership objectives
 - As appropriate, assist other teams and work as a member of cross-functional teams to ensure the effective and efficient operations of A Better Chicago
 - Advance grantee portfolio's efforts by providing insight on fundraising and donor strategies

CORE COMPETENCIES

The ideal candidate may bring experience from the private, public, and/or nonprofit sectors and will possess the following core competencies:

FUNDRAISING SKILLS

- Proven commitment to socioeconomic change that would provide high-quality opportunities for Chicago students
- 8+ years of professional fundraising experience working in challenging roles with increasing levels of responsibility -- including proven ability to secure gifts of \$50,000+

- Outstanding track record of setting and meeting fundraising targets and strategies, recognizing the nuanced approach required for a diverse set of opportunities and prospective investors; knowledge of Chicago's philanthropic community preferred
- Extraordinary success facilitating bigger investments by existing partners and and cultivating new ones
- Experience managing both small, intimate events that solidify donor relationships and large, public events that showcase and promote an organization's brand

RELATIONSHIPS + COMMUNICATION

- Record of cultivating lasting relationships with donors -- proven relationship management skills with a presence that is gracious, confident and diplomatic
- Very skilled at understanding personal relationships and social systems that can inform the cultivation of investors
- Excellent interpersonal; superior verbal skills; A persuasive and passionate communicator
- A skilled writer -- capable of preparing compelling written arguments and related visuals

ADMINISTRATIVE + MANAGEMENT

- Strong project management skills, ability to prioritize tasks and meet deadlines in a fast-paced environment for both yourself and your team
- Experienced staff manager who knows how to build a high performing and efficient team
- Goal-oriented and data-driven with strong follow-through and adaptability to changes in work assignments, deadlines, and team environment
 - Tech savvy and proficient in Outlook, PowerPoint and Excel, experience with Salesforce preferred
 - Energetic team player with a can-do attitude that demonstrates a no task too small mentality and embodies scrappy excellence

SHARED VALUES WITH A BETTER CHICAGO:

A Better Chicago's stated values include:

- **Courage:** *We proactively step up to challenges, make tough decisions and act decisively. We say what we believe, even if it's unpopular*
- **Empathy:** *We respect and seek to understand a diverse range of perspectives from our teammates, partners and the communities we serve*
- **Judgment:** *We make wise decisions despite ambiguity. We cut through noise to focus on the most important issues*
- **Drive:** *We bring an ownership mindset and hold ourselves accountable to delivering results. We have a bias toward action*
- **Innovation:** *We develop creative solutions that enable us to overcome obstacles and achieve more for Chicago's youth*
- **Stretch:** *We get better every day through feedback, reflection and growth*
- **Self-awareness:** *We work to understand our abilities, our growth opportunities and the impact of our actions on others*
- **Positive attitude:** *We bring energy, optimism and a sense of possibility to our work, especially in difficult times*

- **Teamwork:** *We support our colleagues to be their best. We work collaboratively to solve problems. We put our team above ourselves*

COMPENSATION AND BENEFITS

Salary is competitive and commensurate with experience. The annual salary range is from \$100-120k. Additionally, A Better Chicago offers an excellent benefits package, which includes:

- Medical, dental and vision insurance
- Short-term and long-term disability insurance
- 401K plan with company contribution
- Significant paid time off, including two weeks of vacation, five sick days and 16 days off for public holidays and office closure

APPLICATION PROCESS:

Applications will be reviewed on a rolling basis and interested parties are encouraged to apply early. To apply, send the following to abc.dod.search@gmail.com with only YOUR NAME in the subject line:

- a cover letter that speaks to the applicant's qualifications relative to the core competencies outlined above; and
- a current resume

A Better Chicago has contracted with SAL Consulting, Inc. to manage this search process. All questions and inquiries can be sent to Sheila Leahy at sal.consulting.inc@gmail.com

A Better Chicago is an equal opportunity employer and actively invites candidates from diverse backgrounds.