The Salvation Army, an internationally recognized non-profit, faith-based organization, has a job opening for a **Development Director** for the Hampton Roads Area Command located in Norfolk, VA.

**Job Summary**

Under the general direction of the Hampton Roads Area Commander, the Executive Director, and the indirect supervision of the Divisional Development Director the Area Command Director of Development plans, develops, administers, leads, and directs the Development Department for the Hampton Roads Area Command operations which includes: Donor Services, Marketing & Public Relations, Major Gifts (individuals, corporations and foundations), Volunteers, Special Events and Fundraising; directs the selection, training, and supervision of all staff responsible for performing the daily operational duties of the Development Department; plans, develops, implements, and evaluates a variety of resource development strategies; ensures the highest level of quality in ongoing donor solicitation and recognition programs; monitors to ensure that the financial resources for facilities and programs are available to meet the growing need of the consumers that The Salvation Army serves.

**Knowledge, Skills and Abilities**

Knowledge of The Salvation Army mission, philosophy, culture, protocol, and organizational structure. Knowledge of the principles and practices of personnel and business management and supervision. Knowledge of effective and efficient methods for organizing and maintaining records and ability to perform the same. Knowledge of the principles and practices of fund-raising management. Knowledge of the principles and practices of grant administration. Knowledge of local, state and federal laws governing fund-raising and taxation. Ability to solicit and close gift agreements in compliance with The Salvation Army's policies as well as local, state, and federal legislation. Ability to plan develops and coordinates programs, meetings, and special events related to public relations and fundraising. Ability to maintain the security and accountability of donated funds and/or assets. Ability to plan, develop, implement and evaluate a variety of fund-raising strategies in order to determine their effectiveness in achieving short and long range goals. Ability to develop and administer a fund-raising budget. Ability to provide leadership to peers and subordinate fund-raising staff. Ability to supervise, leads, motivates, monitor, and evaluate employees. Ability to present a positive and professional image of The Salvation Army. Ability to prepare and maintain reports in an accurate, complete, and timely manner. Ability to work independently and with limited supervision. Ability to build and maintain effective working relationships with Salvation Army officers, employees, member of advisory organizations and the community.

**Education and Experience**

Bachelor’s degree from an accredited college or university in business or a related field,

And

Ten years’ experience in a comprehensive development program with progressively responsible experience and demonstrated success in major gifts fundraising

Or

Any equivalent combination of training and experience, which provides the required knowledge, skills, and abilities.

**Licenses & Certifications**

Valid Driver’s License

NSFRE Certification

**Physical Requirements and Working Conditions**

Ability to meet attendance requirements. Ability to read, write and communicate the English language effectively. Ability to communicate clearly both orally and in writing including the providing of clear instructions to employees. Ability to speak before small and large groups of people. Ability to travel to various locations in order to participate in public meetings, conferences, etc. Ability to work under the pressure of deadlines and time constraints. Ability to establish goals and objectives and monitor their effective implementation. Ability to apply discretion and independent judgment and exercise confidentiality. Ability to be creative in generating ideas and enhancing development programs, as well as demonstrating and practicing the ability to be a self-starter. Work is normally performed in an office environment where there are little or no physical discomforts associated with changes in weather or discomforts associated with noise, dust, dirt, and the like.

**Additional Information**

All employees recognize that The Salvation Army is a church and agree that they will do nothing as an employee of The Salvation Army to undermine its religious mission.

To apply, please follow the link <https://usr53.dayforcehcm.com/CandidatePortal/en-US/tsa/Posting/View/8575>.

Application Submittal Period: 05/01/2018 – 05/18/2018

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.

Equal Opportunity Employer Minorities/Women/Veterans/Disabled