

## Chief Development Officer Search YWCA Hartford Region

Location: Hartford, Connecticut

YWCA Hartford Region (YWCA) is one of Hartford's core social service agencies, providing a broad range of services that help women and girls gain economic success and stability and promoting social justice issues in the community. YWCA has a strong reputation as a well-run and fiscally stable organization with high-caliber early childhood and housing programs. YWCA Hartford is searching for a Chief Development Officer to work closely with the CEO to lead the organization in philanthropy and fund development.

### About YWCA Hartford Region

*YWCA Hartford Region is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.*

The purpose of YWCA is to build the economic success of families by empowering women and their children to reach their fullest potential. Diverse programming annually provides 2000 women and children with tools and opportunities to address the racial, social, and gender disparities that have historically prevented many from succeeding in life – professionally, personally, and economically.

YWCA's programs include:

- Child care for infants, toddlers and preschoolers in four early learning centers;
- Before- and after-school care for students in kindergarten through fifth grade;
- A year-round empowerment program for girls in middle- and high-school that builds leadership and workplace skills;
- Support services for lower-income women with children to earn degrees at two local community colleges;
- Free tax preparation to help families pay down debt and work toward saving for the future;
- A shelter and permanent supportive housing program for both men and women;
- An annual community-wide event that engages agencies and corporations in raising awareness about racism;
- Free annual conference focused on money management, investment and retirement strategies for women of all ages and economic backgrounds.

## **Core Responsibilities:**

- Serve as a member of the Executive Leadership team, working to ensure organizational health and effectiveness.
- Foster a culture of philanthropy throughout the organization, and create a donor-centered organization that nurtures loyalty through a comprehensive relationship-building program including cultivation and communications.
- Evaluate the effect of internal and external forces on the organization and its fund development, recommend short- and long-range fund development plans and programs that support the organization's values, mission and general objectives.
- Keep informed of developments in philanthropy and fund development as well as the general fields of management and the not-for-profit sector.
- Provide general oversight of all of the organization's fund development activities, manage the day-to-day operations of the development function, and monitor adequacy of strategies and tactics.
- Support attainment of the organization's fund development goals through the selection, development, motivation and evaluation of human capital, both professional and volunteer.
- Work with the chief executive officer and leadership volunteers to enable the board and its members to fulfill their fund development roles. Facilitate the optimum interaction between management and volunteers.
- In keeping with the body of knowledge and best / next practice, design and assure implementation of cost-effective fund development programs, employing economy while maintaining an acceptable level of quality and solid return on investment.

## **Skills, Experience and Attributes:**

- Bachelors Degree and a minimum of 5 years fundraising experience in a professional position.
- Experience comparable to the body of knowledge to obtain the CFRE (Certified Fund Raising Professional).
- Membership in a professional fundraising association.
- Comprehensive management skills and experience are required including but not limited to short and long-term planning, evaluation, directing and motivating staff, oral and written communication skills, marketing and financial management, values clarification, organizational behavior and development, board development and governance.
- Demonstrated experience in managing and implementing a comprehensive fund development program and producing charitable contributions. The individual is expected to be a highly competent enabler of volunteers and staff.

- Knowledge and experience in the following areas is required: the nature and dimensions of philanthropy, ethics, motivations for giving and volunteering, research and cultivation practices, standard fundraising techniques including face-to-face solicitation, proposal writing, special events, telephone solicitation, and direct mail, and, development office functions including gift processing, prospect and donor histories, and fundraising reporting.
- Demonstrated experience and confidence in asking people to contribute time and money
- Membership in a professional fundraising association

*Please visit our website at [ywcahartford.org](http://ywcahartford.org) to view the full job description*

### **Response Details:**

Please send resume and a cover letter addressed to Chief Development Officer Search, YWCA Hartford Region. Please explain how your qualifications and experience meet YWCA Hartford Region's needs. Submissions of candidacy will be accepted until the position is filled. Salary is commensurate with experience.

Electronic submissions sent via this link are preferred: [ywcahr@ywcahartford.org](mailto:ywcahr@ywcahartford.org)

*YWCA Hartford Region is actively seeking to build a diverse and experienced team and does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin. YWCA is an equal opportunity employer.*