

**Position Title :** EPIC – Every Person Influences Children

**Organization :** Director of Development

**Salary:** \$60,000 to \$75,000

**AFP-WNY Post Date :**10/11/23

**DEADLINE TO APPLY: OPEN**

### **About the EPIC – Every Person Influences Children: EPIC**

Every Person Influences Children is a non-profit agency that provides parenting, youth services, family engagement and professional development to families, schools, health care providers and communities. EPIC's vision is a world where every child has a strong start and a promising future. EPIC's mission is to strengthen families and build communities to raise children who make a positive impact in the world. EPIC offers competitive wages and benefits, 403b contribution, a hybrid work environment, 120 PTO hours and 64 PSL hours, and 11 paid holidays, in addition to a fun, family-friendly atmosphere. If you want to be a part of a hard-working team that values relationships and connectivity as well as make a positive impact on our community, EPIC might be a good fit for you.

### **POSITION DESCRIPTION**

EPIC - Every Person Influences Children is seeking a full-time (40 hours) Director of Development. This position will be responsible for providing strategic oversight to organizational development efforts, as well as overseeing marketing efforts which lead to program and agency growth. Duties for this position include: oversight of strategic development and marketing activities for a \$2 million non-profit; managing an annual appeal and three-four annual events; donor relations; grant and sponsorship applications and reporting; overseeing marketing staff, materials, content for website and social media, and annual report; press releases. If you have a strong track record of development experience and have excelled at Leadership level positions in the past; are an excellent communicator; highly organized, have an open mind, strong work ethic, and desire to help families, this might be the right position for you. This position requires occasional travel, particularly to other WNY Counties, and potentially other areas of NY State and beyond.

### **POSITION RESPONSIBILITIES**

- Experienced in development work and have a proven track record of success
- Experienced working in a Leadership Level position
- Comfortable speaking to small and large audiences
- Quick learners; tactful and effective oral and written communicators; able to exercise initiative and independent judgment; analyze situations carefully and adopt effective courses of action, particularly in a wide variety of settings.

### **QUALIFICATIONS**

- Bachelor's degree in communications, human services or related field, and two years' development experience, or five years' development experience, with documented success required in the form of secured medium to large funding opportunities or proven individual and corporate engagement success.
- Three years' experience in a Leadership level position

We seek applicants from all backgrounds to ensure we get the best, most creative talent on our team. Being bilingual in a language that is spoken by the population served is a plus. Reliable transportation required.

### **HOW TO APPLY**

Please send your cover letter and resume to [HR@epicforchildren.org](mailto:HR@epicforchildren.org).

EPIC is an Equal Opportunity Employer.