



Self-Help International (SHI) seeks a full-time, experienced Development Director. SHI is an ecumenical 501(c)(3) non-profit organization working in Ghana, West Africa and Nicaragua, Central America. SHI carries out its mission to alleviate hunger by helping people help themselves by providing resources to empower families, especially women, in the areas of sustainable agriculture, nutrition, and economic development.

**Title:** Development Director

**Status:** Full-time, exempt

**Overview:** The Development Director is a leadership position that shall be responsible for:

- *Enhancing* the public image and awareness of SHI, its mission and programs and *increasing* financial support;
- *Cultivating* relationships with donors and friends;
- *Informing* constituencies of the work and needs of the SHI program;
- *Strengthening* relations with churches, businesses, community organizations and individuals;
- *Promoting and arranging* speaking opportunities to inform supporters of SHI's mission;
- *Writing and submitting* grants to potential foundations/organizations

The ideal candidate:

- understands of the role and importance of international development and is dedicated to alleviating hunger by helping people help themselves, as demonstrated through prior work, study, or volunteer experiences
- possesses an entrepreneurial spirit, a strong work ethic, and a can do attitude
- sees their role as connecting people who want to make a difference in the world with ways to make that difference, and is willing to directly ask individuals, businesses, and organizations for financial support
- is curious, seeking to find areas of common interests and opportunities to collaborate
- is willing to learn
- desires to take project ownership and has the ability to direct and execute the development agenda
- has strong written and verbal communication skills, including cross-cultural communication skills, good organizational and time management skills, is achievement-oriented,
- is comfortable sharing stories speaking to groups at churches or civic groups as well as over the phone or over a cup of coffee
- follows through on commitments
- enjoys creative problem solving and is able to work both independently and with a team
- has prior experience will event planning and execution (or a willingness to learn) and/or sales
- is familiar with legacy planning
- is comfortable with new technology, is able to work on PC and MAC, and utilize Microsoft Office Suite, Gmail, & social media; experience with InDesign and/or Raiser's Edge a plus
- has worked and/or lived abroad; Spanish language skills a plus

**Accountabilities** shall include but are not limited to the following:

1. Developing and implementing strategies to communicate the mission of Self-Help, including creating the quarterly newsletters and monthly e-newsletters.
2. Developing and implementing fundraising strategies that increase operational revenues, including planning and executing three annual fundraisers/campaigns.
3. Maintaining positive relationships with existing supports and building relationships with new supporters.
4. Developing and implementing strategies to increase SHI's Endowment Fund.
5. Participating in church-sponsored mission events, synod assemblies and UMC Ingatherings.
6. Assisting the Executive Director as needed.

**Reports to:** The Executive Director. The Development Director works closely with the Board's Development Committee.

**Location:** Self-Help International Headquarters: 207 20th St NW, Suite A, Waverly, Iowa

**Travel:** Travel is required to participate in events around Iowa and neighboring states. Some activities will require working nights/weekends. International travel may be required.

**Salary:** Salary commensurate with experience.

**Work authorization:** Candidates must be authorized to work in the US.

**To apply:** Submit a cover letter and résumé with reference details and salary requirements to [jobs@selfhelpinternational.org](mailto:jobs@selfhelpinternational.org). Applications will be considered on a rolling basis. Apply by July 30 for priority consideration. Anticipated start date August 20, 2018.