
Development Director Just in Time for Foster Youth

Did you have a family to count on when you turned 18? Each year, hundreds of youth without caring connections face similar obstacles, struggling to find essential support they need to survive and thrive when they're finally out on their own.

If you have the passion and commitment to make a real difference in the lives of young people in transition from foster care, taking a critical role in creating innovative opportunities for greater self-sufficiency and well-being, then we want to talk to you about being a leader on our team. If you're looking for a dynamic, impact-driven organization that values exceptional interpersonal skills and a passion for transformative change—and offers you the opportunity to use your strengths each and every day with a team of like-minded individuals—let's talk.

The Development Director, under the direction of the Chief Sustainability Officer (CSO), will co-lead Just in Time's high performance development team of 5 to meet or exceed JIT's financial goals and strategic priorities by enhancing the quality and impact of investor relations and engagement. You will be at the heart of our efforts to cultivate, track and recognize the generous contributions that fund our services, oversee processes and systems to help further our mission, and collaborate with JIT team members to create a strong internal culture of philanthropy that supports our brand and furthers our mission. The position is a full-time, internally collaborative, and outward-facing opportunity.

As the Development Director, your essential responsibilities will be:

Revenue Goal Achievement

- Co-lead development team with the CSO to achieve \$7M+ revenue goal
- Meet/exceed quarterly goals for foundation, corporate, government, and civic/faith revenue by managing the execution of approximately 50 grant proposals and reports annually and regularly assessing opportunities to increase revenue from current funders and new funds for higher ROI
- Oversee Key Partnerships Manager in the creation and execution of quarterly targeted campaigns, including funding strategies, collateral design, budget creation, timeline management, digital and direct mail, and phone engagement
- Support efforts of High-Capacity Investor (HCI) team to maximize relationships
- Support the special events team to meet revenue goals and maximize HCI engagement

Team Leadership (50%)

Partner with the Chief Sustainability Officer to maximize the development staff's strengths via impact reviews, coaching conversations, and workforce development plans

External & Organizational Relationship Cultivation (30%)

- Establish and deepen connections with high-level funders and community influencers
- Co-lead the Development Task Force and Board Nominating Committee to leverage board strengths and to build a strong and diverse board

Strategic Planning and Execution (10%)

- Partner with the CSO to create budgets, measurable revenue goals and specific strategies to engage our community of support and steward investor relationships for sustainability

Storytelling, Branding, Communication, and Outreach (10%)

- Oversee the writing of compelling grants and reports
- Manage all grant tracking processes and the maintenance of accurate, up-to-date records of contacts, opportunities, deadlines, reports, and results
- Collaborate with the CSO, Chief Empowerment Officer, and the marketing team on communications and collateral, such as the JIT Annual Gratitude report, The College Bound program, etc.
- Collaborate with the marketing team on website and social media content and P.R.

So, here's the challenge...

During the first 30 days, you will:

- Learn JIT's core values, purpose and unique theory of change for messaging, outreach, fundraising and communication with stakeholders and the community.
- Become intimately acquainted with: the inner workings of the Development Department and all the ways it collaborates with other departments; JIT's intended impacts; and both the Salesforce CRM and Sharepoint databases
- Learn how Strengths, PQ, and Kolbe of the Dev Team can be used to achieve the best results

During the first 60 days, you will:

- Work with the Chief Sustainability Officer to develop 4-1-1 goals
- Engage in all Development revenue-generating and relationship-building activities
- Create strategies to engage and build relationships with current and new HCI's, as well as with leaders in Corporate, Civic/Faith, and Government spheres

On an ongoing basis, you will:

- Develop your own capacity to tell compelling stories, personally and organizationally
- Travel within San Diego County and beyond to present on behalf of JIT, build partnerships with HCI's and groups, attend events and activities as needed
- Explore and implement proven and innovative strategies to raise maximum revenue

Competencies and Skills

- **Interpersonal Savvy-** Relates well to all kinds of people, up, down, and sideways, inside and outside the organization; builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can diffuse even high-tension situations comfortably.
- **Results Driven-** Can be counted on to exceed goals successfully, is constantly and consistently one of the top performers, very bottom-line oriented; steadfastly pushes self and others for results.
- **Strategic Agility-** Sees ahead clearly; can anticipate future consequences and trends accurately; has broad knowledge and perspective; is future oriented; can articulately paint credible pictures and visions of possibilities and likelihoods; can create competitive and breakthrough strategies and plans.
- **Building Effective Teams-** Is a people builder; constructs compelling development plans and executes them; creates strong morale and spirit in their team; fosters open dialogue; defines success in terms of the whole team; creates a feeling of belonging in the team.

- **Written Communications-** Can write clearly and succinctly in a variety of communication settings and styles; can get messages across that have the desired effect.

Core Values

Just in Time for Foster Youth is a value – driven organization so **how** a member of our team achieves results is as important as reaching the assigned outcomes. The following core values are essential:

- **AUTHENTICITY:** We are open, honest, and courageous, practicing confident vulnerability even in difficult circumstances
- **COLLABORATION:** We think outside the box to find the WIN-WIN outcome together and achieve
- **INCLUSION:** We embrace all people with compassion to honor their value and celebrate their unique identities. I matter, you matter
- **INNOVATION:** We adjust to new challenges and constant change, finding creative ways to support continuous growth and improvement
- **INQUIRY:** WE seek to understand first and ask powerful questions to discover what is truly needed
- **INSPIRATION:** We engage in a way that inspires our youth, volunteers, and community to reach their full potential
- **OWNERSHIP:** We take responsibility and consistently follow through on our words, actions, promises, and commitments

Desired Qualifications

- Minimum bachelor's degree or related work experience with 3-5 years of sales/fundraising experience engaging C-Suite clients
- Proven track record of generating and building relationships that resulted in new business with high net-worth funders
- Proficiency in Microsoft Suite (Outlook, Excel, Word, PowerPoint, SharePoint, OneDrive, Teams)
- Basic knowledge using virtual community platforms (Zoom, Google Hangouts, etc.)
- Presentation and public speaking skills
- Skillful Listener and Communicator
- Proficient writing skills i.e.: impactful storytelling, clear & cohesive argument, strong vocabulary, vivid descriptions and effective self-editing

Application Process

This is a full-time, hybrid, exempt position (3 days in office; 2 days remote) that is available immediately and will remain open until filled. This role requires occasional evening and weekend hours. Interested candidates should submit a cover letter and resume to JITcareers@jitfosteryouth.org.

Compensation & Benefits

Hiring rate: \$125,000-\$150,000 DOE

Robust benefits include medical, dental, and vision coverage, a retirement savings bonus plan with up to 3% match eligible after 6 months of employment, personal time off and 10 paid holidays.

Just In Time for Foster Youth Vaccine Policy: Just in Time requires all its employees to be fully vaccinated against COVID-19 as a condition of employment unless a medical or religious exemption is approved. Employment is contingent on showing proof of vaccination if hired or qualify for an exemption.

Just in Time is an equal opportunity employer and does not discriminate against persons based on race, color, ancestry, national origin, religion, creed, age (40 and over), disability (mental and physical), sex, gender (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military/veteran status, or other characteristics protected by applicable laws.