



## Job Announcement - Development Manager

Founded in 2004, Wild Earth leads programs for youth, adults, and families, serving more than 4,000 individuals in the Hudson Valley annually. Central to all of our programs is a unique organizational philosophy that prioritizes building connections and relationships in outdoor spaces. Wild Earth nurtures the development and empowerment of youth by fostering reciprocity with nature, cultivating regenerative practices, and uplifting equity and environmental justice. Wild Earth's current program priorities include:

**Supporting Students in Schools:** Since 2015 Wild Earth has provided social and emotional support to Kingston City School District students by cultivating consistent mentoring relationships and offering experiential and sensory-based programming on the playground and in nature. Wild Earth has also begun a program partner relationship with Ellenville Central School District and may develop that relationship more significantly in the years ahead.

**Supporting Hudson Valley Youth and Families - Summer and Year-round Programs:** Wild Earth has offered year-round weekend programs and summer camps since its founding in 2004. We provide youth ages 4-17 opportunities to cultivate their sense of agency and belonging through interactive, sensory-based team building experiences that connect them with nature, inspiring leaders, and one another.

**Community Engagement Partnerships:** Wild Earth is committed to engaging in collaboration with local partners and organizations with aligned vision and values. We believe in the continued growth of regenerative practices and structures that support joy, wellbeing, and connection to place; for our communities require a sustained and shared effort among community and organizational leaders.

As the organization supports growth across its program areas, Wild Earth continues to more fully center justice, access, diversity, and equity (JADE) in our approach and endeavors.

At Wild Earth, salaried staff collaborate in a participative leadership framework to uphold the organization's vision and mission. Rather than working in a traditional top down model, team members engage in leadership by collaborating in committees pertinent to their expertise and job responsibilities. Through this structure, our leaders support and contribute to org-wide initiatives and considerations that impact their individual work.

The Development Manager plays a lead role in cultivating and maintaining donor relationships and seeking unique fundraising opportunities while leading current initiatives. In Wild Earth's participative leadership model, the Development Manager will work collaboratively with the Executive Director, Administrative Manager & Communications Coordinator to share Wild Earth's story and mission with potential donors and community partners.

**Foundational Role (15%):** Our foundational roles as team members uphold the mission, vision, and values of our work. We achieve this through staff meetings and retreats, professional development and training opportunities including JADE, internal communications, and administrative responsibilities.

**Core Role (85%):**

- Provide visioning, planning, and coordination for fundraising events and meetings, including:
  - Donor walks
  - End of summer celebrations
  - Donor dinners
  - Program visits
- Work with the Executive Director to provide donor stewardship in the following areas:
  - Corporate
  - Major Gifts
  - Young Donors / Alumni
- Develop and lead giving campaigns, including:
  - Annual Appeal (October-December)
  - Summer Camp Appeal
  - Monthly Giving
  - Business Sponsors
  - Annual Giving Days (Hudson Valley Gives, Giving Tuesday)
- Implement and track fundraising goals and objectives
- Lead database management for all fundraising and development efforts
- Develop donor communications in partnership with the Communications Coordinator
- Support the Executive Director and Grant Writer (consultant) with grant applications
- Engage all staff and Board members in a collaborative philanthropic culture

#### **Experience and skills:**

- 3+ years of experience or proven track record in successful fundraising and donor/grantor cultivation, particularly in the Hudson Valley and NYC area
- Strong understanding and commitment to environmental justice and supporting people and communities to connect with outdoor spaces
- Experience using Salesforce, Google Workspace, and learning software as needed
- Excellent communication and relationship building skills with various stakeholders, ie: participant families, community partners, donors and grantors, and the broader community
- Commitment to Justice, Access, Diversity, and Equity, while welcoming those with identities historically excluded from outdoor ed, such as BIPOC, LGBTQIA+, women and girls
- Ability to work independently and collaboratively on various projects that may occur simultaneously
- Self-reflective, committed to personal growth, and actively seeks feedback and support

**Hours:** 40 hours / week with five hours of built in flex time, Monday-Friday at our office, currently in High Falls. Some remote work is possible.

**Compensation:** \$55-60,000 / year plus benefits, including health insurance, retirement, and paid time off.

**Position open until filled. Ideal start date is October 1, 2023.** Send a cover letter and resume to [jobs@wildearth.org](mailto:jobs@wildearth.org).

*Equal employment opportunity and having a diverse staff are fundamental principles at Wild Earth, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, gender identity or expression, pregnancy, sexual orientation, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.*