



POSITION TITLE: Senior Director of Development

REPORTS TO: Executive Director

CLASSIFICATION: Full-time, Exempt

ORGANIZATION MISSION and VISION:

Shared Interest mobilizes resources for Southern Africa's economically disadvantaged communities to sustain themselves and build equitable nations.

Shared Interest envisions just and vibrant Southern African nations that eliminate disparities, uphold their people's basic human rights and serve as models of economic justice.

POSITION SUMMARY: Shared Interest (SI) is looking for a full-time head of Development to join our team during an exciting time of organizational growth and development. The person in this role reports directly to the Executive Director and will lead the fundraising strategy, team and plan to sustain and grow the organization's resources to achieve increased scale and social impact in Southern Africa.

The Senior Director of Development is responsible for developing a comprehensive strategic fundraising plan for both investor and donor capital from foundations, corporations, individuals and investors that are aligned with the organization's growth goals and objectives. S/he will lead, mentor, and expand the development department, fostering an environment of collaboration, performance and continuous improvement. In addition, s/he will partner with the Executive Director and Board to develop a Capital Campaign to support the next multi-year strategic planning process.

MAIN RESPONSIBILITIES:

Strategy and Planning:

- Lead the annual fundraising planning process to produce effective strategies to achieve income targets across the range of core revenue streams, including investor capital and philanthropic donor capital.
- Identify new income streams from impact investing capital and philanthropic donor capital to support the organization's growth and impact as an innovative guarantee fund.
- Lead a major Capital Campaign that will support the organization's next multi-year strategic planning process and targets.
- Serve as staff liaison to Shared Interest Development Committee and work with board members and staff colleagues to mobilize resources and activate relationships on behalf of the organization.
- Develop cost-effective development program budget to achieve action plans and income targets.

Investor Relations



- Develop and implement a comprehensive program for raising investor loan capital from faith-based, foundation, DFI, high net worth, family office, and other institutional investors.
- Identify, cultivate, solicit, and build relationships with investor prospects and current investors in support of the mission and strategic plan of Shared Interest.
- Conduct research and analysis on potential investors. Initiate and develop communication with prospective sources of investment capital.
- Create and maintain marketing materials, including case investor overviews and update decks, one-pagers, etc., needed for investor prospects, current investors, and investor renewals.
- Lead investor relations, including completing impact/accountability reports, managing data requests, providing organizational updates, and organizing events and outreach.
- Oversee semi-annual investor renewal process, including preparing a letter to investors, initiating contact with renewing investors, updating prospectus, and ensuring timely mailing of forms and new promissory notes.
- Create and maintain new investor database using organization's CRM system.
- Work with Senior Director, Operations on relevant processes for managing interest payments, impact reporting, loan renewals, and investor communications.

Corporate/Foundation and Donor Relations

- Develop and implement a comprehensive corporate/foundation fundraising program which will generate gifts from private sector foundations, family foundations and corporations.
- Accumulate and maintain in-depth knowledge of the organization, mission, programs, activities, resources, portfolio, financial health, etc., and persuasively communicate its needs and achievements to both existing and potential funding sources.
- Conduct research and analysis on potential donors for solicitation. Initiate and develop communication with prospective sources of grant funding.
- Identify, cultivate, solicit, and build relationships with foundation and corporate prospects and current donors in support of the mission and strategic plan of Shared Interest.
- Identify potential grant opportunities, develop and write LOIs and grant proposals, track progress of submitted proposals, and draft reports for donors.
- Create and maintain development materials, e.g., case for support, one-pagers, etc., as needed to introduce and present Shared Interest's work to foundation and corporate donors.
- Update CRM system to reflect Foundation and Corporation relationships and contacts.

Strategic partnerships

- Identify and build relationships with strategic partners whose work aligns with Shared Interest's mission, expands its organizational capacity, or heightens its impact.
- Represent Shared Interest at investor, philanthropic, and programmatic conferences and secure participation in panels, presentations, webinars, and other events where the organization's work can be highlighted.



STAFF MANAGEMENT

Directly supervises and supports the Development Team to ensure optimal performance, stakeholder engagement and results.

- Develops objectives, work plans and key performance indicators (KPIs)
- Provides ongoing performance feedback and direction to development staff
- Educates and empowers staff to enhance their effectiveness in development activities.

PROFESSIONAL EXPERIENCE/QUALIFICATIONS:

- At least ten years' experience with not-for-profit resource mobilization, including prospecting, cultivation, proposal writing, budgeting, and stewardship.
- Demonstrable track record of Strategic Fundraising and proven track record of meeting challenging income targets
- Effective verbal and written communications skills including the ability to effectively communicate to a wide range of external as well as internal constituents.
- Excellent interpersonal and networking skills with proven ability to develop and maintain effective relationships necessary for sourcing and maintaining investment and funding opportunities.
- Possesses organizational skills and composure: ability to handle competing priorities and to work effectively in a challenging fast paced environment.
- Self-starter and strategic thinker with a track record of working from a blank slate in creating strategies and plans for initiatives.
- Expert level computer skills using a Windows based operating system, specifically MS Word, Excel, Outlook, and Internet.

EDUCATION:

- Bachelor's degree required. Master's degree preferred.
- Evidence of Continued Professional Development relevant to the role, purpose, and level

HOW TO APPLY:

Please send a current copy of your resume and cover letter to our Program Administrative Assistant, Cherokeesun Goodson, at cgoodson@sharedinterest.org.