

Development Director

Pure Water for the World, Inc. (PWW) is seeking a dedicated and highly motivated Development Director to help us set the direction for our development efforts and ensure the longevity of our organization. This position plays a key role in helping PWW to grow our impact in Haiti and Honduras. Successful candidates will be analytical and innovative, collaborate well, and coordinate and manage multiple fundraising programs within the development initiative at (PWW). The Development Director will lead major donor fundraising, a growing grants program, fundraising events, and work very closely with the PWW Board of Directors.

The Development Director will provide strategic leadership for the planning, implementation, evaluation, integration, and administration of fundraising funds to support what PWW does. They will play a pivotal role in organizing donors to set and to achieve the organization's revenue goals and will define and execute a strategy to bring in new, globally minded donors. This involves developing and stewarding relationships with current donors, identifying and cultivating connections with prospective donors and philanthropic advisors, foundations and grants, and soliciting gifts and renewals.

The Development Director reports to the president and executive committee of PWW and works closely with the Office and Donor Relations Manager, the Deputy Director and the Marketing and Communications people Strategist. The Development Director will also play a major role in participating in the communication and marketing efforts.

Our philosophy is that fundraising is about community building and engagement—a way to support individuals and entities in aligning their assets with their vision for the world. Our greatest hope is that this role inspires people to give meaningfully and consistently to the organization and to the communities we serve.

About Pure Water for the World, Inc.

PWW's mission is to improve lives by empowering people with access to life's most basic necessities: safe water and sanitation. We do this by partnering with underserved communities in Central America and Haiti, providing the tools and

education to establish sustainable safe water, sanitation, and hygiene education programs.

To learn more visit <https://www.purewaterfortheworld.org>.

Job Responsibilities

- Work closely with the President and the Executive Committee Office and Donor Relations Manager to establish fundraising goals, set strategic priorities, and develop and meet the annual budget through a variety of different fundraising activities.
- Execute an annual fundraising strategy for all sources of revenue, with a focus on Individual giving.
- Oversee the collection and maximization of donor data to ensure effectiveness of fundraising strategies; and oversee staff responsible for data entry.
- Oversee the implementation of ongoing fundraising programs to improve the renewal rates of existing annual donors, creatively use events to upgrade donors, and maintain a diversity of revenue.
- Cultivate and develop relationships with prospective donors of all kinds to increase funding.
- Develop and implement systems to track cultivation and prospecting activity and ensure the execution of action items.
- Manage the existing grants program, stewarding all grant-maker relationships, writing all grants, and ensuring accurate reporting for each grant-maker.
- Work with Development Consultant and Board of Directors to identify, research, and cultivate new donors.
- Raise the profile of Pure Water for the World through showcasing the organization at events targeted at new individual donors and philanthropic

advisors, particularly those interested in international giving and in specific geographies.

- Collaborate with the Communications and Marketing Strategist to create collateral materials for use with potential donors and campaigns.
- Solicit major gifts and steward long term relationships with individual donors in conjunction with the team through regular communications and events.
- Define the organization's approach to donor tiers and related perks.
- Collaborate with the Field Team to ensure the Field Team is prepared for donor engagement and stewardship support.
- Oversee and manage donor acknowledgments: identify and prepare acknowledgment materials and personally handle acknowledgment calls, emails, and letters in conjunction with our existing person who has been handling donor relations.
- Maximize donor data and wealth screening to identify current donors who may be cultivated for increased giving.
- Track and follow through on donor pledges.
- Lead the strategy and implementation of the end-of-year fundraising campaign.
- Design and execute all fundraising events, including logistics.
- Perform other duties as needed and requested by the President or executive committee.

About You

- You define yourself as a development professional who is energized by connecting funders with causes that speak to them.

- You are confident in soliciting gifts and stewarding donors.
- You are creative, innovative and like taking calculated risks to bring in new partners and capital.
- You have a passion for international development and supporting global causes.
- You are a strategic thinker.
- You are organized.
- You are comfortable doing public speaking.
- You have a track record of working independently and as a team member.
- You have high emotional intelligence and excellent communication skills.
- Your friends and colleagues might describe you as energetic, passionate, well-spoken, and energizing to be around.
- You are committed to understanding how race, class, gender, and other equity issues operate in our global systems, and you have a deep commitment to doing the work of unlearning these habits as part of our individual and collective work as an organization.

Required Qualifications

The ideal candidate should have the following experience and qualifications:

- A minimum of five years of fundraising experience working with major donors, grant-writing, and a minimum of two years working for a global NGO.
- Bachelor's degree or equivalent experience and training.
- Experience with grants research, management and writing.

- Direct experience using customer relationship management (CRM) software.
- Computer proficiency with various donor management systems, Google Suite, MS Office, or the ability to independently and quickly learn.
- The ability to travel as needed several times a year for in-person donor meetings, events, and conferences.
- A clear understanding of 501(c)(3) structure and rules for fundraising globally.
- Well- developed writing, interpersonal, and organizational skills.
- Commitment to our organization’s mission and vision.

How to Apply

Please submit your resume to Tracy Adams, at tracy.adams@purewaterfortheworld.org. Related attachments and/or materials are also invited. Applications will be accepted and reviewed on a rolling basis until the position is filled. Please submit in a timely fashion for consideration as a hire will be selected to begin on July 1, 2023.

Compensation & Benefits

The starting salary range for this position is \$75,000 - \$85,000 depending on experience.

Pure Water for the World also offers a comprehensive benefits package including health insurance, 10 paid Holidays, paid time off (vacation, health and personal) and paid parental and family leave. Retirement benefits are offered in the form of Simple IRA or 401K matching contributions of up to 3%.

This job can be remote but will require some travel to Vermont where PWW’s US Office is located. Candidates located in cities such as Boston, New York, Philadelphia, and Chicago and San Francisco are heavily encouraged to apply.

To center the safety and well-being of its employees, Pure Water for the World requires that any employee who is required to conduct in-person activities for

their job must be fully vaccinated against COVID-19 within four weeks of their start date. This position may require candidates to be fully vaccinated against COVID-19. Accommodation may be sought and approved in accordance with the law by contacting human resources.

PWW values diversity and seeks to build a talented team with diverse backgrounds. PWW does not discriminate on the basis of race, ethnicity, gender, sexual orientation, religion or national origin in seeking new team members and encourages diverse candidates to apply.