

**ORGANIZATION:** Causewave Community Partners  
**TITLE:** Director of Marketing and Fund Development  
**REPORTS TO:** President & CEO

*This is a full-time position*

**Here's what Causewave can offer you:**

- Competitive pay and benefits package
- Flexible work environment, including the option for a hybrid work schedule
- Awesome colleagues and a culture where everyone's ideas matter
- Exciting, meaningful work: You'll be an integral part of making our community stronger by helping other organizations be successful and will know every day that your work is making a difference!

**Here's what we're looking for in a Director of Marketing and Fund Development:**

This is a new role in our organization with key internal and externally-facing responsibilities. The next stage of Causewave's growth will rely in large part on the success of this role. At the time of hire, this position has two direct reports: the Senior Manager, Grants Capacity Building; and the Marketing Coordinator.

The Director of Marketing and Fund Development will be an experienced individual and team contributor with a record of success and experience that prepares them to serve as a member of the leadership team.

Key responsibilities include:

- Inspire high-level contributions from the two direct reports by building trusting supportive relationships.
- Lead strategy development and implementation for our outreach to nonprofit organizations we seek to serve. Our mission depends upon our ability to work with these organizations and it is imperative they are aware of how we can help.
- Lead the organization's funding strategy development and implementation.
- Build relationships with local, regional and national funders that help them see Causewave as an essential investment in strengthening organizations, systems and communities.
- Partner with the President & CEO to develop and ensure implementation of strategies that build and maintain key relationships with supporters (donors, sponsors and funders).
- Partner with other team members to develop compelling grant proposals.
- Oversee all marketing and communications activities, including web, social media, email and other channels.
- Partner with Director of Finance and Administration to monitor revenue development projections vs actuals and adjust plans as needed.
- Partner with program team leaders to understand nonprofit sector needs and internal team capacity and align outreach strategies appropriately.
- Ensure Causewave is always in compliance with all requirements of our grants.
- Contribute to annual budget development process.
- Engage with the Board of Directors to inform them of our progress; learn from their expertise; and capitalize on their willingness to serve as ambassadors to supporters and nonprofit partners.
- Limited engagement in our program work in marketing, development or other areas of expertise.

- Serving as an example of what it means to live Causewave's brand, mission and values every day.

**Here are some other things to consider when evaluating if this role is right for you:**

- **Passionate:** You should be someone who's looking to have an impact on our community, but can see how your work inside Causewave helps increase the impact of the whole team. You should have a deep respect for the work of nonprofits of all sizes and mission areas.
- **Relationship builder:** You enjoy people and value building deep collaborative working relationships, on your own team and in the community. The principles of servant leadership are likely a good description of your philosophy for leading people.
- **Communicator:** The every day work of Causewave isn't very everyday - most nonprofits are in direct service work with the community, but we are focused on helping the helpers. You will need to be good at making that case in person, in writing and in print - to nonprofits, funders and supporters.
- **Strategist:** You know that the best path from point A to point B isn't always a straight line. That's a skill that helps you develop approaches that lead to goals being achieved.
- **Organized:** You will have to balance long-term goals and short-term priorities and so will need to be great at planning, prioritization, process and: Getting. Stuff. Done.

**Preferred experience:**

- Minimum 10 years of professional experience required, including marketing and fund development responsibilities
- Meaningful work in or for the nonprofit sector, preferably as a professional, but as a volunteer would be cool, too
- Strong financial and business acumen
- Bachelor's or advanced degree in marketing, business, communications or related field (or equivalent experience)

**DON'T MEET EVERY SINGLE REQUIREMENT?**

We still encourage you to apply! Studies show that women, non-binary applicants, and people of color are less likely to apply for jobs unless they meet every single qualification. However, at Causewave, our diverse backgrounds, perspectives, identities, and talents help us thrive.

**HOW TO APPLY:**

**Are you our next team member?**

We're excited for the future and the addition of another amazing team member to help us fulfill our vision. If you're excited too, apply at: [info@causewave.org](mailto:info@causewave.org).

**Submissions must include a resume AND either a cover letter or video submission (1-minute max).**

*The range for this position is \$65,000-\$75,000 per year. This is for illustrative purposes only, and offers are commensurate with experience.*

**We're committed to diversity.** Causewave recognizes the importance of a culture that embraces diversity and appreciates and values individual differences. We are actively working to: increase the diversity of our staff, board and vendors; create an inclusive, respectful and equitable environment; serve our diverse customers with culturally sensitive programs and services; and continually improve Causewave's policies and practices through learning and leadership. We're eager for new team members to bring their unique experiences and perspectives to the table to improve our work, inside & out.

**Our vision for the future.** Causewave Community Partners' long-term vision is this: ours will be a community known for addressing big challenges through collaboration, and our organization will be one of the primary justifications for that reputation. We'll be a magnet for passionate people looking to do good and the place where ideas, causes and organizations come to build momentum around their missions.