



EMPOWERING CENTRAL TEXANS TO BUILD STRONGER COMMUNITIES THROUGH PLANTING AND CARING FOR TREES.

Position Announcement: TreeFolks Development Director

TreeFolks is an Austin-based nonprofit organization with a mission to empower Central Texans to build stronger communities through planting and caring for trees. TreeFolks seeks a Development Director to join our active and inclusive team.

The TreeFolks Development Director implements TreeFolks' mission by leading fundraising efforts that enable sustainability and growth of the organization. This is a full time, permanent, exempt and salaried position, working approximately 40 hours per week. TreeFolks maintains a hybrid, flexible work-from-home and in-office policy. The TreeFolks Development Director will work closely with the TreeFolks Executive Director, other Development and Communications staff, and the Fund Development Committee of the Board, will supervise other Development staff, and will report directly to the Executive Director. The ideal candidate is an accomplished professional who brings skills, knowledge, and experience to TreeFolks, along with a drive to succeed and grow the role.

Responsibilities

- Work closely with the TreeFolks Executive Director, other Development and Communications staff, and the Fund Development Committee of the Board to meet or exceed fundraising and donor engagement goals.
- Develop and execute TreeFolks' annual fundraising plan in fulfillment of the organization's mission and strategic plan.
- Lead annual fundraising campaigns, including end-of-year, Amplify Austin, and spring campaigns.
- Create a capital campaign plan, in conjunction with the Executive Director and external consultants.
- Establish a major gifts strategy for operations and capital improvements, and create meaningful engagement, cultivation, and stewardship opportunities for prospects and donors.
- Manage all aspects of the annual Root Ball fundraising event and the annual Keep Austin Rooted family picnic.
- Conduct in-person fundraising activities at TreeFolks program events and through third-party events.
- Serve as liaison to the Fund Development Committee of the Board and facilitate monthly meetings.
- Maintain up-to-date records through CRM for all fundraising events, campaigns, and donor activities, and analyze data to inform strategies.
- Provide oversight of and support for other fundraising efforts, including large donor engagement, corporate sponsorships, and sustained giving, and create and implement new fundraising initiatives.
- Assure TreeFolks and its mission, programs, products, and services drive fundraising strategy and are consistently presented in a strong, positive manner.
- Manage and support the professional development of other Development staff.

Preferred Qualifications

- At least six years of high-level professional experience in a lead fundraising role with a small or mid-sized nonprofit organization, with an in-depth knowledge of multiple fundraising strategies and tactics.
- Demonstrated success at planning, executing, and evaluating fundraising events, multi-media campaigns, and donor cultivation efforts.
- Experience with operational planning, fundraising planning, goal setting, budget management, and personnel oversight.
- Familiarity with donor database management and with analysis of donor and fundraising data to determine strategy.
- A working knowledge of fundraising for infrastructure needs through capital campaigns
- Ability to work in a team environment to create and accomplish shared goals.
- A passion for TreeFolks' mission.

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- A desire to grow in the role as the organization itself expands scale and impact.

The TreeFolks Development Director is a full time, permanent position offering a competitive compensation package with health benefits, generous vacation time, flexible schedule, a casual work environment, and professional development opportunities. The starting salary ranges from \$76,300 to \$84,000 based on experience and qualifications, with opportunity to grow in the position.

Success in this position will include:

- Development of an annual fundraising plan in fulfillment of the organization's strategic plan.
- Flawless execution of development/donor engagement events and fundraising campaigns
- Meeting or exceeding annual fundraising targets..

Equity Statement:

At TreeFolks, we value diversity, and we welcome candidates of color, LGBTQ+ people, women, neurodivergent people, disabled people, and more. We view the requirements as a guide and not an absolute list, and encourage candidates, especially diverse candidates, to apply if you feel you meet the spirit of the job description, are interested in the mission, and believe you will be able to learn the job and do the work.

To apply, email a resume and letter of interest, that includes how you heard about the position, to jobs@treefolks.org with the position title in the subject line.

Application deadline: March 31, 2023

Anticipated start date: April 30 - May 15, 2023