Roles and Responsibilities

The Development Director’s primary role is to secure the financial stability of Sheltering Wings, in line with the Financial Integrity Statement. The Development Director oversees all aspects of fundraising planning and implementation including: corporate, foundation, and individual donor engagement, annual campaign, grant strategy and writing, special campaigns, and oversees marketing/communications. The Development Director will uphold both the vision and mission of Sheltering Wings.

Qualifications

Required

1. Full commitment and dedication to the mission statement of Sheltering Wings
2. Bachelor’s degree or equivalent experience in non-profit/fundraising, communications, public relations or business
3. Outstanding oral and written communication skills
4. Proven networking skills and relationship building
5. Strong in creative, planning, organizational and administrative skills
6. Ability to work flexible hours and events; can and will include some evenings and weekends

Preferred but not required

1. Minimum of 5-7 years’ experience working in direct fundraising
2. Demonstrated success in corporate and individual gift cultivation and solicitation, event management and working with volunteers
3. Donor relationships in Marion and Hendricks counties
4. Prior fundraising for non-for profit domestic violence shelter

Please send a cover letter and resume to Amy O’Hearn, Operations Manager, at aohearn@shelteringwings.org.