



**Director of Development**  
**November 2022**

**Overview**

[Centri Tech Foundation](#) (CTF), a national nonprofit organization that optimizes technology to build an inclusive digital economy, seeks a Director of Development to lead and diversify our fundraising and outreach efforts. This is a key role in our organization as we focus on growth and scale. The ideal candidate will be an emerging professional in the area of development who is highly motivated to build their experience and grow their career alongside a startup nonprofit.

The primary role of the Director of Development will be to diversify and grow revenue for the organization to enable CTF to increase our impact in accordance with strategic priorities. The Director of Development will be responsible for leading CTF's development strategy and execution, as well as building out the organization's overall resource development systems and operations. The director will report directly to the president, and will be a key member of the CTF team. This is a unique and exciting opportunity to play a pivotal role in developing innovative fundraising strategies in support of CTF's work.

**About Centri Tech Foundation**

Centri Tech Foundation is an innovative, 501(c)3 nonprofit organization founded in 2020 that leverages technology and community development resources to promote shared prosperity. We believe digital advancement is a civil right. To achieve a sustainable future, one where everyone can fulfill their aspirations and thrive, requires an inclusive digital economy. To that end, we connect leaders and communities to digital strategies, practices, and tools that advance standard of living and improve lives. In 2022, Centri Tech Foundation launched new programs and products, including the [Social Justice Innovation Awards](#), the [Digital Integrators Pilot Program](#), and the [Digital Advancement Municipal Index](#). In 2023, we aim to build on the momentum fueled by historic levels of investment in digital access and our early success to grow and scale our work.

**About the Position**

The Director of Development will contribute to Centri Tech Foundation's success by identifying and developing a funding model that provides the organization with long-term and sustainable revenue sources. They will work with CTF's president and Board Chair to attract and secure the type of financial support required to grow the organization and deliver our programs at scale. They will also work with the president and Board Chair to cultivate CTF's network of donors and funding partners, manage donor relationships, develop new corporate partnerships, and identify

multi-year grant opportunities.

The Development Director will work to build champions of the mission and vision of the organization and actively promote CTF's programs and initiatives to prospective supporters. They will collaborate with CTF staff to connect development efforts with programmatic successes, as well as build a culture of philanthropy within the organization. They will contribute to organizational development and strategy, develop and execute new ideas in partnership with the team, help strengthen programs and activities, and lend their expertise and knowledge to creative problem-solving and organizational improvement.

### **How You Will Contribute to Our Impact**

- Diversify and grow revenue for the organization.
- Develop and execute a comprehensive development plan for long-term and sustainable sources of revenue.
- Establish organizational infrastructure, systems, operations, and best practices to enable effective fundraising and support overall resource development goals.
- Build relationships with major foundation, institutional, and individual donors to increase fundraising outcomes with a focus on prospecting, cultivating and maintaining donors.
- Prepare and implement an annual fundraising plan and related documents with specific, quantifiable goals.
- Lead the team to achieve ambitious fundraising goals through all lucrative pipelines, including individual gifts, foundation support, fee-for-service, public funding, corporate partnerships, and earned income.
- Advise and collaborate with CTF's president and staff to connect development efforts with programmatic successes as well as build a culture of philanthropy within the organization.
- Collaborate with CTF's president and Board Chair to ensure that they are effectively supported and leveraged in achieving organizational fundraising goals.
- Develop, track, and report on fundraising metrics, utilizing that data to drive decision making about strategic shifts or adjustments as needed.
- Ensure all fundraising efforts are developed through a lens of diversity, equity, and inclusion and that CTF's overall revenue strategy is in line with organizational values.
- Ensure organizational communications and brand reflect mission and support CTF's fundraising efforts.

### **What You'll Bring to Our Team**

- 5-7 years or more social impact work experience at regional or national levels within one or more sectors (e.g. nonprofit, philanthropy, government, private industry)
- Related experience leading resource development on behalf of small to midsize organizations in one or more of the following areas: economic mobility, place based strategies, technology access and adoption, housing and community development, social justice, philanthropy, impact investing, and public-private partnerships
- Demonstrated experience with development related strategies such as foundation

support, major donor strategies, donor communication campaigns, events planning, budgeting and financial management

- Demonstrated track record of measurable results in fundraising and strategic partnership development
- Strong communication skills, with excellent ability to write in diverse formats, present in public, and create and execute successful donor communications campaigns
- Experience or familiarity with development software
- Systems-thinking and analytical mindset for addressing social problems
- Ability to work in a startup environment and produce high-quality work with fast turnaround
- Outcomes-focused and data-driven
- Effective collaboration and team building, ability to move people and groups toward agreement and successful execution of shared goals
- Entrepreneurial mindset and high level of comfort with uncertainty and experimentation
- Detail oriented, strategic thinker who sees the big picture and knows how to prioritize actions
- Demonstrated commitment to diversity, equity and inclusion and experience working to advance outcomes for underserved communities
- Willingness to work hard and have fun while making a positive difference in the world

**Location:** The entire team is remote.

**Status:** Full-Time

**Salary:** \$80-95k commensurate with experience; plus benefits.

### **Application Instructions**

To apply, please submit a cover letter and resume to [Marta Urquilla at marta.urquilla@centritechfdn.org](mailto:marta.urquilla@centritechfdn.org). Applications will be considered on a rolling basis. We aim to fill this position by end-of-year.

### **Equal Opportunity Employer**

Centri Tech Foundation is an equal opportunity employer; applicants are considered for all roles without regard to race, color, religious creed, sex, national origin, citizenship status, age, physical or mental disability, sexual orientation, marital, parental, veteran or military status, unfavorable military discharge, or any other status protected by applicable federal, state or local law.