

Job Title: Development/Deputy Director
Location: Resilience High Point: The Bridge
Reports to: Executive Director
FLSA Status: Exempt
Salary Range:
Job Type: Full-Time

Organization Overview:

The Bridge is a place-based initiative in High Point North Carolina that seeks to significantly expand opportunities for economic advancement, education, and well-being. We accomplish this by supporting and creating spaces for building social networks, strengthening the capacities of neighborhood residents to work toward shared goals, and bring needed resources to the neighborhood. The primary goals are to strengthen community capacity to improve well-being by increasing access to healthcare, fresh healthy food, educational support services, and job readiness training.

Position Overview:

The Bridge is seeking a dynamic and experienced Development/Deputy Director to join our leadership team. This key role will provide strategic oversight and management of fundraising activities while also supporting the Executive Director in organizational operations. The Development/Deputy Director will work to enhance the impact of our mission by leading fundraising efforts, building and maintaining donor relationships, managing a team, and ensuring the long-term financial sustainability of the organization.

Key Responsibilities:

Development Leadership:

- Lead the development and execution of a comprehensive fundraising strategy to support the nonprofit's goals and mission.
- Oversee all fundraising activities, including annual campaigns, major gifts, corporate partnerships, grants, and special events.
- Identify, cultivate, and steward relationships with current and potential donors, ensuring effective communication and engagement.
- Develop and manage a donor database, ensuring accurate tracking of donations, communication history, and donor impact.
- Research and identify new funding opportunities through grants, sponsorships, and partnerships.
- Prepare compelling proposals and reports for donors and grant makers.

Team Management & Collaboration:

- Coordinate with all departments to ensure alignment of fundraising efforts with organizational objectives.
- Collaborate closely with the Executive Director to ensure organizational strategies are reflected in development goals and activities.
- Provide leadership, guidance, and professional development opportunities to the team, fostering a high-performance work environment.

Operational Oversight:

- Support the Executive Director in organizational management, including strategic planning, staff coordination, and operational oversight.
- Assist in the preparation of annual budgets, tracking revenue and expenses related to development activities.
- Provide regular updates to the Board of Directors on fundraising progress, challenges, and opportunities.

Marketing & Communications:

- Work with the team to develop fundraising materials, annual reports, donor recognition programs, and marketing campaigns.
- Represent the organization at community events, conferences, and networking opportunities to increase visibility and promote the mission.

Other Duties:

- Perform additional duties as assigned by the Executive Director to ensure the overall success and sustainability of the organization.

Qualifications:

- **Education:** A master's degree in Nonprofit Management, Business Administration, Public Administration, or a related field is required.
- **Experience:**
 - Minimum of 5-7 years of experience in nonprofit development, fundraising, or a related field, with at least 2 years in a leadership role.
 - Proven track record of successfully managing fundraising campaigns and securing major gifts.
 - Strong understanding of grant writing and donor stewardship.
 - Experience in team leadership and organizational development.
- **Skills:**
 - Exceptional written and verbal communication skills, including the ability to craft compelling proposals and presentations.
 - Strong interpersonal skills with the ability to build and maintain relationships with donors, staff, board members, and community partners.

- Ability to think strategically and execute with precision.
- Proficiency with fundraising software and Microsoft Office Suite.
- Strong organizational, budgeting and time management skills with the ability to manage multiple priorities.
- A commitment to the mission and values of the organization.

Personal Attributes:

- Passionate about the vision of The Bridge, to invest in a community where ALL people can flourish.
- Collaborative, positive, and results-oriented with a commitment to continuous improvement.
- Ability to handle sensitive and confidential information with discretion.
- Motivated by the opportunity to make a significant impact within the organization and the broader community.

Physical Requirements:

- Ability to travel locally and nationally, as needed.
- Ability to work flexible hours, including evenings and weekends, as required by events and activities.
- This position works in person.

Salary and Benefits:

Hiring salary range \$75,000 - \$80,000. Generous benefits package includes medical, dental and vision benefits, paid time off and leave, professional development opportunities and other organizational benefits.

How to Apply:

Please submit a resume, cover letter, and three professional references to chris@thebridgenc.org.