

Development Director



Who is YouthLink?

YouthLink is a recognized leader in the Twin Cities and beyond for our work to build pathways of opportunity for homeless youth and youth in crisis ages 16 – 24. Our model is based on providing support through outreach, handling basic needs, intervention, and aftercare. Our youth-focused team provides innovative, evidence-based services that guide youth on a holistic level toward futures of education, employment, health and wellness, housing stability and aftercare.

Why us?

YouthLink is Youth Focused organization where diversity and inclusion are valued and welcomed. Are you people centered, innovative, client focused, ethical, patient, dependable, confident, ambitious, and caring? Then you are a perfect fit at YouthLink. Here at YouthLink, we believe in work/life balance and recognize how important it is to our families.

We are looking for a **Development Director** to join our team and help us advance our mission. Reporting to the CEO, the **Development Director** serves as a key leadership team member; and, has direct influence in making strategic decisions affecting YouthLink. In partnership with the CEO and working with Board members, this position is responsible for all fundraising and development activities. The successful candidate will help forge new relationships to build the visibility, impact, and financial resources of YouthLink.

The **Development Director** will design and implement a comprehensive plan for developing productive external alliances by cultivating individual and philanthropic support. The person assigned to this position will have primary responsibility for establishing and implementing the infrastructure needed to raise annual revenues from private sources through the solicitation of major gifts, federal and state grants, special events, corporate and foundation support. This includes expanding and diversifying the donor base/pipeline, including working with other team members to secure funding for general operating, existing and new initiatives. The Director of Development will work closely with the board of directors to nurture and support growth to build their capacity and role as fund-raisers for the organization. Come take this journey with us!

We offer a comprehensive benefits package with a minimal waiting period which includes, but not limited to: Health insurance subsidized at 90%, dental insurance, 401(k) with 2% matching contributions, company paid life insurance, a holiday program (11 + 2 floating holidays), generous sick and vacation time off that begins accruing immediately upon hire, continuing education, and growth opportunities. **At this time YouthLink does offer relocation or US work visa sponsorship.**

- Job Type: Full-time
- Work Schedule: Typically, Monday - Friday, must have flexibility to work in the day, evening and occasional weekends.

Knowledge, Skills and Abilities and or Competencies needed to successfully perform the work:

- Strong commitment to Diversity, Equity, and Inclusion.
- Comfort with Microsoft Office applications as well as exhibit an ability to learn and utilize handheld applications systems and other electronic recording systems.
- Familiarity with donor tracking systems.
- A high degree of professionalism and ability to work with and maintain confidential information.
- Experience in preparing monthly, quarterly, and annual reports as requested by the CEO Director and Board.
- Oversee research funding sources and trends, with foresight, to help position YouthLink to ahead of major funding changes or trends.
- Demonstrated experience in monitoring all donor information; provide and present statistical analysis to board and senior leaders.
- Experience in overseeing the communications, media and public relations, outreach opportunities for the organization. Ability to manage the marketing, messaging, communications component ensuring adherence to branding guidelines and creating visible, effective mass communications pieces.
- Consistent ability to perform and contribute positively in a diverse, collaborative team environment.
- Strong interpersonal, supervision, administration, and management skills.
- Flexible and adaptable style; a leader who can positively impact both strategic and tactical fundraising initiatives.
- Dynamic energy, ability to multi-task, creatively problem solve, and negotiate multiple demands on attention.

- Demonstrate an ability to utilize continuous improvement techniques and quality research methods to optimize overall program operation and build community relationships.
- Ability to work efficiently and effectively both individually and as part of a professional team.

Required Education and Experience required for entry into position:

- Bachelor's degree required; Master's preferred.
- 8-plus years of professional experience in development, nonprofit organization and/or related experience; demonstrated success in a development function (managing and forging relationships with multiple donor sources).
- Minimum of 3 years leading, developing, and mentoring the development team.
- Ability to construct, articulate, and implement annual strategic development plan.
- Proven track record of raising funds from diverse sources, including major gifts from individuals, foundations, corporations, and government agencies.
- Demonstrated commitment to accountability, measuring outcomes and a results-oriented culture.

How to Apply

Please apply online at [YouthLink](#).