

<b>Position:</b>	Director of Development
<b>Organization:</b>	Blanton-Peale Institute & Counseling Center
<b>Reports to:</b>	President & CEO
<b>Status:</b>	Full-time, Salaried, Exempt

*Blanton-Peale thrives on diversity and highly encourages applications from people of color and diverse identities. Blanton-Peale offers an equal employment opportunity for all regardless of race, color, citizenship, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, veteran or reservist status, or any other category protected by federal, state, or local law.*

This position is hybrid and includes flexible working arrangements in discussion with the supervisor.

**Summary of Position:** Blanton-Peale Institute & Counseling Center is seeking a Director of Development to lead its fundraising efforts, in collaboration with the President & CEO and external consultants.

The Director of Development will lead, manage and implement an annual and multi-year fundraising plan to support our annual operating budget, and will identify the strategic partnerships, tools, and messages that will ensure success of those plans. In addition, he/she/they will be the advocate for Blanton Peale's mission to a variety of stakeholders, including foundation, corporation, and individual donors and prospects.

This newly created position oversees the development associate and offers an exciting opportunity to implement a recently approved fundraising plan and direct the overall operation of the organization's development team.

The successful candidate will have a proven track record as a senior leader in a nonprofit organization in grant writing, individual donor development, and foundation and corporate fund development of a million dollars or more. He/she/they will have a passion for making the world a better place by supporting mental, spiritual and societal wellbeing.

### Responsibilities

- In collaboration with the President & CEO, implement a comprehensive and newly developed fundraising strategy aligned with the organizations' goals and priorities.
- Serve as a member of the leadership team to communicate fundraising goals and priorities among staff and board, and to integrate those goals into the organization's strategic decision-making
- Build and steward a pipeline of individual and major donors, including identifying prospects, cultivating relationships, and making direct solicitation, in partnership with the President & CEO and Board members.
- Create and implement an institutional giving program and process, identifying aligned foundation prospects, devising an outreach strategy, and managing a growing grants calendar

- Conduct the planning, development, grant writing, and submission of compelling funding proposals and appeals to support new and existing programs in collaboration with program staff.
- Develop and implement fundraising campaigns based on programmatic priorities; oversee establishment of operating plans and objectives; set solicitation goals and priorities; and systematically review department fundraising performance.
- Partner with and oversee the events consultant for the annual Norman Vincent Peale Awards Event. Work in partnership with the board and event committee to achieve both fundraising and donor engagement goals.
- Partner with the President & CEO and Board of Directors' Development Committee to support the board in their efforts to be strong ambassadors and fundraisers for Blanton-Peale.
- Develop fundraising materials and communication efforts to support fundraising that are aligned with Blanton-Peale's brand and voice. This includes a quarterly newsletter, annual report and other collateral.
- Supervise, mentor and provide leadership to the Development Associate who will help implement the annual fundraising plan.
- Manage day-to-day fundraising operations; ensure that the systems, software and protocols necessary for an effective fundraising program are in place, including robust and efficient donor engagement, gift tracking, grant proposal and application submission calendar, and reporting systems.
- Work with the CFO to provide revenue projections and reports; support monthly and annual reconciliation process; and support the annual audit and organizational reporting.
- Cultivate a culture of philanthropy among all staff, board members, and donors.
- Monitor fundraising trends and philanthropic issues and provide recommendations to the President & CEO.
- Other duties as assigned.

## Skills

- Experienced in and dedicated to all aspects of fundraising, including donor stewardship.
- Proven track record of raising funds from foundations, corporations, and individuals.
- Sophisticated solicitor able to think critically, and strategically.
- Exceptional relationship builder and communicator, both interpersonally and in writing.
- Detail oriented and organized with a strong ability to successfully multi-task.

## Education & Experience Requirements

- Bachelor's Degree required. Masters in nonprofit management a plus.
- Minimum five years of experience of progressive responsibility in a not-for-profit development context, with a nonprofit organization with demonstrated success in grant writing, individual donor development, and foundation and corporate fund development of a million dollars or more.
- Three years of experience as a senior leader managing fundraising staff, especially new talent.

- Experience fundraising for mental health related causes a plus.

**This position includes occasional responsibilities beyond the hours of the usual work day**

**The expected salary band for this position is \$90,000-\$110,000. Generous health insurance benefits and employer match for 403b retirement fund. Generous vacation, personal and sick days, as well as holiday schedule.**

### **About Blanton-Peale**

In today's world, we are all recognizing the vital importance of mental health care. At Blanton-Peale, we're focused on providing affordable and accessible, holistic, and culturally-responsive mental health services and we're training the next generation of mental health professionals. Blanton-Peale therapists walk with their clients through the challenges of life. They help them to heal, to grow, and to flourish. In 2021, we provided 41,000 sessions of affordable mental health care to New Yorkers who needed it most. This includes talk therapy and complementary psychiatric services. Our goal is to help each person become their best self, the person they were born to be, and to find their own resilience.

And because we work with such a diverse set of clients, Blanton-Peale is a sought-after training ground. Young social workers, mental health counselors, psychiatrists and psychoanalysts, get the experience they need under the wise and watchful eyes of our expert supervisors.

Our founders, Dr. Norman Vincent Peale and Dr. Smiley Blanton, were innovative, forward-leaning thinkers. In the midst of the Great Depression – a time of rising unemployment, tumult and pain – Drs. Peale and Blanton were among the first to address mental health alongside spiritual care.

**To apply:** Please email cover letter and resume to [development@blantonpeale.org](mailto:development@blantonpeale.org) with Director of Development in the subject line.