

## DEVELOPMENT SPECIALIST

Saint Louise House seeks a Development Specialist to expand our community of support for families through outreach and donor relations. The Development Specialist will be highly involved with donor communications, donor relationships, and community partnerships in support of the organization's fundraising strategies. The Development Specialist will work closely with the Senior Development Officer, the Director of Community of Support, and the whole development team to meet the development goals for the organization.

This role involves building relationships with individual donors, corporate partners and community groups, including identifying, soliciting, cultivating, and stewarding current and potential donors. The Development Specialist will take an active role in the implementation of the annual development plan.

### **Who we are:**

The mission of Saint Louise House is to empower women and their children to overcome homelessness for generations to come. With a deep belief in the power of women to transform their lives, their families, and our community, we provide women-led families with the stable housing, empowering partnership, and wraparound services they need to move from homelessness to healthy, independent lives.

### **Major Roles and Responsibilities:**

- Develops and implements strategies for prospecting, cultivating, stewarding, and retaining individual donors through annual campaigns.
- Builds and maintains relationships with corporate partners and community groups through community outreach.
- Supports the Senior Development Officer on events, implementing the development plan, and the Corporate Partner Program.
- Partners with Communications Manager to increase and promote brand identity and agency visibility.
- Maintains up to date information through CRM system of all donors, corporate partners, and volunteers.
- Partners with Volunteer and Community Engagement Manager to leverage volunteer opportunities to grow our community of support for families

### **Qualifications:**

- Bachelor's degree in business management, communications, marketing/sales, or related field.
- Work experience in sales management, nonprofit communications, or nonprofit development
- Well-organized, self-motivated, and highly collaborative work style.
- Demonstrated relationship building, solicitation and negotiation skills.
- Persuasive writing and strong verbal communication skills.

**Benefits:**

Saint Louise House invests in our employees in many ways. We provide the tools and supports needed to all staff so that they can provide the highest quality of services to Saint Louise House families. In addition to fostering a positive, learning, and supportive work environment, we also offer

- Competitive Salary: salary commiserate with education, and experience
- Paid Time Off (160 hours a year)
- Paid Holidays (10 days a year)
- Continuing Education Programs
- Health / Dental / Vision Insurance
- Life and disability Insurance

**Apply:** Email resume and cover letter to: [rkamperman@saintlousehouse.org](mailto:rkamperman@saintlousehouse.org)