



# Example of Director, Development Job Description

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Our company is growing rapidly and is looking for a director, development. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for director, development

- Providing strategic direction to the ACP's leadership, Board, staff, and volunteers to achieve fundraising goals
- Leading the ACP development team in the creation and implementation of a plan for raising funds and increasing organizational awareness
- Ensuring that all development programs have measurable outcomes and regularly evaluating effectiveness
- Managing donor acknowledgments including preparation and production of the Annual Report
- Identifying and successfully soliciting new sources of major support
- Oversee grant acknowledgements and contracts
- Assist Grant Writer with letters of inquiry, grant applications and proposals, and final reports
- Manage and mentor team of 2-4 direct reports
- Pitch new program ideas for broadcast and cable networks
- Craft creative elements for pitches

## Qualifications for director, development

- Education requirement University degree Bachelors or equivalent professional experience
- Effective communication skills across all levels and organizations
- Experience in various project management methodologies such as Waterfall and Agile

- Ability to be pragmatic at dealing with project and people problems