



Director of Development
San Rafael, CA

Our Mission

Together with the communities we serve, the Global AIDS Interfaith Alliance (GAIA) develops innovative and caring healthcare programs in resource-deprived regions in Africa, especially those most affected by HIV/AIDS, TB and malaria. With an eye to the broadest possible impact, we rigorously test our initiatives and promote the replication of successful models for impact and best practices. <http://www.thegaia.org/>

GAIA currently works primarily in Malawi, a small country located in Sub-Saharan Africa at the epicenter of the global HIV/AIDS epidemic where 1 in 6 rural adults is HIV+ and over 770,000 children have been orphaned because of the disease. GAIA has on-the-ground staff dedicated to providing daily mobile healthcare units and resources for HIV testing and other healthcare needs.

GAIA's funding is able to provide post-secondary nursing school scholarships to students who can then give their expertise back to the community, creating sustainable healthcare cycles for Malawi.

GAIA is highly accountable to its donors and to the people served. GAIA has a strong reputation for integrity and collaboration with local community, religious and institutional leaders, as well as a reputation for program excellence and transparency within the international donor community. To date, GAIA has trained more than 500 nurses and provided care via mobile clinics to more than 1 million rural community members with an annual budget that has grown to roughly 3 million.

Job Summary

The Director of Development (DD) The Director of Development will be responsible for GAIA's overall strategic planning and execution of fundraising through outreach to individuals, corporations, faith groups and secular institutions to raise awareness and gain trust in GAIA's innovative programs. The DD will be specifically familiar with both long-range development planning and the particulars of fundraising for major gift campaigns, and is ultimately responsible for substantially growing our annual budget (currently \$3M for 2019). This position will work closely with the Board of Directors and will report directly to the CEO.

The DD leads a small development department responsible for events, grant writing, communications, and database, providing both strategic direction and support to achieve team success.

Responsibilities include but are not limited to the following:

- Prepare and oversee the implementation of the annual fundraising strategy and plan that includes all GAIA development activities. Allocate responsibilities among development staff and manage involvement of the CEO, Board, Development Committee and volunteers.
- Expand GAIA's program to secure major individual and family foundation Leadership Circle gifts. Responsible for advising the Board and the CEO on the identification and cultivation of major gifts and for partnering with the Board, and related stakeholders.
- Implement a planned giving program aimed at securing bequests, charitable trusts and other planned giving vehicles.
- Provide oversight and direction for all GAIA communications including the annual report, newsletter, periodical invitations and announcements.
- Expand overall strategy for fundraising initiatives including major campaigns and other fundraising activities.
- Supervise development staff.
- Work with the GAIA Board of Trustees to ensure their enthusiastic involvement in the organization's fundraising activities.

SKILLS/ KNOWLEDGE REQUIRED:

- Major gifts experience 3-5 years and track record of delivering results
- Strong knowledge and skills in digital fundraising platforms
- Excellent communication skills
- Detailed understanding of donor databases and spreadsheets (i.e.: Blackbaud)
- Understanding of role of nonprofit administration, Board of Trustees and program staff both domestic and internationally.
- Able to travel throughout the United States for donor visits and campaigns including New York and Los Angeles as well as occasionally to Africa with donors.

SKILLS/KNOWLEDGE PREFERRED:

- Donor relations related to global health issues, HIV and Africa rural communities.

BENEFITS

Competitive benefits include 4-weeks of accrued vacation and 12 paid holidays, medical, dental and life insurance, as well as employee contribution matching.

PHYSICAL REQUIREMENTS/ WORK ENVIRONMENT:

- Must be able to lift 25lbs.
- Must be able to stand for at least 2 hours
- Must be able to sit at computer workstation for long time periods

DISCLAIMER:

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job

To Apply:

Please send your resume and cover letter to Executive Recruiter, Stacy Nelson at stacynelson@stacy-nelson-and-associates.com.