



Help us spread solutions — not stigma.

PreventEd is a recognized leader in substance use prevention – through evidence-informed programs in education, intervention, and advocacy.

To meet the growing need for compassionate, judgement-free services addressing the impacts of alcohol and other drugs, PreventEd is seeking a passionate and committed Director of Development. PreventEd is an innovative organization, with an annual budget of \$4.8 million and a staff wholly motivated by the mission to prevent the harms of substance use disorder.

The Director of Development will be an entrepreneurial fundraiser, a strong communicator, a self-motivated team player, and an active listener who thrives on challenges and is dedicated to creating equitable outcomes for the entire community. The Director of Development must bring new ideas and programs to life, be detail-oriented and data-driven, and have demonstrable experience helping donors reach their philanthropic goals. The successful candidate will be a skilled professional who is high-energy, proactive, tactful, confident, and adaptable.

PreventEd's heightened visibility in the face of COVID-19 and the heroin and opioid epidemic, along with a reputation for unmatched program excellence, provides a unique opportunity to significantly increase donor engagement and investment.

ORGANIZATIONAL + POSITION STRUCTURE

- Reports to the Executive Director
- Member of the Executive Leadership team
- Works with staff, Board, and Development Committee
- Oversees a dynamic Development team

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Lead overall strategy and implementation of a comprehensive fundraising program
- Support the Executive Director's fundraising role, particularly with the Board and major donors
- Collaborate with volunteers, Board, and staff to deepen relationships with donors
- Supervise a team responsible for a comprehensive fundraising program
- Grow an emerging major gifts program through cultivation and solicitation of individual donors currently making annual gifts of \$1,000 to \$25,000
- Create and implement strategies to grow the agency's endowment
- Create a customized, personal approach to individual donor engagement



QUALIFICATIONS

- Frontline fundraising experience with a proven ability to meet aggressive fundraising goals
- Track record building relationships, closing gifts, and upgrading annual donors to major gifts
- Demonstrated commitment to valuing diversity and contributing to an equitable working and learning environment
- Superior interpersonal and active listening, verbal and written communication skills
- Strong analytical and strategic planning skills, well-organized, detail-oriented, and able to meet deadlines

COMPENSATION

- Starting salary commensurate with qualifications and experience. Range: \$80,000-\$95,000
- Benefits: Medical, dental, vision, life, disability insurance, paid time off, bereavement leave, paid parental leave, and retirement contribution

APPLICATION PROCESS

1. Follow this link to take a five-minute behavioral assessment: <https://assessment.predictiveindex.com/bo/o1f/PEdirdev>
2. Submit a resume and cover letter that expresses your interest and qualifications for the position to search@emdconsulting.com.

We describe ourselves as a little quirky with a lot of energy, but when it comes down to it, that's because we're passionate about Prevention Education and we know how to make it fun and accessible for every age and every life stage.

