



Family Village Director of Development

Reports to: Vice President, Strategy and Development

Salary: up to \$110,000 annually

FTE: 1.0 (Full-Time, Exempt, Hybrid)

About The Foundation for Delaware County

The Foundation for Delaware County is partnering with the community to ensure everyone has a fair opportunity to succeed – where individuals, families, and neighborhoods thrive, and where each of us has the resources and support to flourish.

To achieve this vision, we connect passionate donors with effective community organizations to create a stronger, more resilient Delaware County – now and for generations to come.

We serve as a trusted partner, grantmaker, connector, steward, and expert, drawing on deep local knowledge and decades of experience to ensure your generosity creates lasting impact on the causes you care about most.

Family Village, a program of The Foundation for Delaware County, is committed to ensuring every family has the support, stability, and community they need to thrive. Through maternal and child health, nutrition, legal, housing, and family support programs, Family Village serves more than 8,000 families annually and is expanding its philanthropic efforts to ensure long-term sustainability and impact.

Benefits

The Foundation offers a competitive and comprehensive benefits package to support the well-being and professional growth of our employees, including:

- **Health Insurance:** Choice of two Independence Blue Cross Personal Choice PPO plans paired with a Medical Expense Reimbursement Program (MERP) through Nonstop Health.
- **Dental and Vision Insurance**
- **Paid Maternity and Parental Leave**

- **403(b) Retirement Plan** with employer match up to 4% and immediate vesting.
 - **Employer-Paid Life Insurance**
 - **Short-Term and Long-Term Disability Insurance**
 - **Flexible Spending Accounts (FSA)**
 - **Generous Paid Time Off**, paid holidays, and floating holidays.
 - **Employee Assistance Program (EAP)**
 - **Hybrid Workplace Flexibility**
 - **Professional Development Opportunities**
 - **Voluntary Supplemental Benefits**
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Position Summary

The Director of Development is responsible for designing, implementing, and growing Family Village's comprehensive individual giving program while supporting the organization's overall fundraising strategy. Reporting to the Vice President, Strategy and Development, this position leads donor cultivation, annual giving initiatives, donor stewardship, development operations, and supports corporate and private foundation fundraising.

This is a unique opportunity for an entrepreneurial fundraising professional to build a sustainable individual giving program that strengthens Family Village's long-term financial sustainability while advancing programs that improve the lives of children and families throughout Delaware County.

Key Responsibilities

Individual Giving & Donor Development

- Design, implement, and grow Family Village's individual giving program.
- Build and manage a portfolio of annual, mid-level, and major donors.
- Cultivate, solicit, and steward individual donors.
- Develop recurring giving initiatives and donor engagement strategies.
- Lead the annual Delco Gives fundraising campaign.
- Expand donor pipelines through prospect research and relationship building.

Donor Stewardship & Communications

- Prepare donor acknowledgments, stewardship communications, and impact reports.
- Coordinate donor cultivation events and recognition activities.
- Partner with the Communications Team to develop fundraising appeals, newsletters, impact stories, and digital campaigns.
- Strengthen donor retention through year-round engagement strategies.

Corporate & Foundation Support

- Conduct prospect research for corporate and private foundation funding opportunities.
- Assist with grant proposal preparation, formatting, and reporting.
- Coordinate stewardship activities, site visits, and funder communications.
- Support fundraising strategies that diversify Family Village's revenue.

Development Operations

- Lead implementation and administration of the donor CRM system.
- Maintain accurate donor records and reporting.
- Generate fundraising dashboards and performance reports.
- Support Board Development Committee meetings and annual donor reporting.
- Coordinate with the Evaluation Director to integrate program outcomes into donor communications and fundraising materials.

Qualifications

Required

- Bachelor's degree in Business Administration, Communications, Marketing, Public Relations, Nonprofit Management, Philanthropy, or a related field, or equivalent professional experience.
- Three to five years of nonprofit fundraising experience with demonstrated success in individual giving.
- Experience managing donor relationships and fundraising campaigns.
- Experience using donor CRM systems.
- Excellent written and verbal communication skills.
- Strong organizational, project management, and relationship-building abilities.

- Commitment to Family Village's mission and values.

Preferred

- Experience launching or significantly growing an individual giving program.
 - Experience implementing donor CRM platforms.
 - Experience with Delco Gives or similar giving-day campaigns.
 - Experience in maternal and child health, health equity, or community-based nonprofit organizations.
 - Familiarity with Delaware County's philanthropic community.
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Personal Attributes

The ideal candidate will demonstrate:

- Entrepreneurial thinking and a passion for building new initiatives.
 - Exceptional relationship-building and interpersonal skills.
 - Strong organizational and project management abilities.
 - Accountability for achieving fundraising goals.
 - Initiative, creativity, and adaptability.
 - A collaborative leadership style with a commitment to continuous improvement.
 - Passion for strengthening families and improving community health outcomes.
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Mandates

- Annual Influenza Immunization (during flu season).

As an organization with a public health focus, we are committed to protecting the safety of our clients, community, and staff by reducing the impact of influenza and other preventable diseases.

Equal Opportunity Employer Statement

The Foundation for Delaware County is an Equal Opportunity Employer with a culture of high performance and continuous improvement that values learning, collaboration, diversity, equity, and inclusion. We strongly encourage individuals from diverse backgrounds, including those from historically marginalized communities, to apply.

Application Instructions

Interested applicants should submit:

- Resume
- Cover Letter describing experience building or growing an individual giving program

Email application materials to:

HumanResources@delcofoundation.org

Applications will be reviewed on a rolling basis until the position is filled. Early applications are encouraged.