



DIRECTOR OF DEVELOPMENT

ABOUT ROC

The Restaurant Opportunities Centers United (ROC United) works to improve restaurant workers' lives by building worker power and uniting workers of various backgrounds around shared goals and values. Initially founded in New York City after September 11th to provide support to restaurant workers displaced as a result of the World Trade Center tragedy. We have grown into a national restaurant workers' organization of restaurant workers, employers, and consumer members working together to realize the vision of a food system that includes thriving wages, time to rest, a safe work environment, health care and the ability to participate in governance for the people who cook, prepare, and serve our food. We currently have chapter offices in New York, Los Angeles, the Bay Area, Minnesota, Chicago, Michigan, New Orleans, Pennsylvania, Seattle, Mississippi and Washington, DC.

Position Description

The Director of Development is responsible for spearheading collaborative, organization-wide strategies to meet annual and long-term fund development goals and amplify the programmatic vision. This is a full-time, exempt position with supervisory responsibilities that reports directly to the President & CEO.

Responsibilities

- Oversee the day-to-day fund development activities of the organization and department staff
- Design and launch a cohesive fund development strategy to diversify our revenue stream and expand our reach
- Ensure existing relationships are maintained and enhanced
- Ensure continuous cultivation of relationships with potential funding partners
- Creates a diverse and inclusive environment across the organization which brings together different cultures, ideas, and experiences.
- Coach, mentor, and supervise department staff with an emphasis on individual professional and personal growth
- Develop and provide materials to educate members of ROC's Board of Directors and local and national staff focusing on prospect identification, cultivation, solicitation, and stewardship
- Regularly and transparently report attainment of department objectives and key results
- Collaborate with the Leadership Team to ensure grant deliverables are satisfied timely
- Represent ROC United at funder meetings, conferences, and events as needed
- Establish and implement a process for vetting future funders and grant opportunities
- Work directly with the President & CEO to cultivate, solicit, and steward major foundation partnerships

Core Competencies

- Adapts and successfully functions in a continuously changing environment
- Builds collaborative internal and external relationships
- Maintains focus on key stakeholder's needs and makes decisions based on these needs
- Creates a culture of philanthropy
- Communicates timely and effectively with internal staff, external funding partners, and stakeholders
- Brings significant knowledge and experience in non-profit fund development
- Cultivates excitement, enthusiasm, and passion for the organization and its goals
- Uses ROC United's Mission, Vision, and Core Values to guide decision making
- Demonstrates respect for Board members, staff, workers, and community partners
- Drives innovation and strategy that differentiates ROC United in the labor advocacy space
- Perseveres in seeking solutions to complex issues despite significant and ongoing obstacles
- Demonstrates and encourages a culture of cooperation, trust, and relationship-building

Experience/Qualifications

- 7+ years of experience in social justice nonprofit campaigns
- Outstanding interpersonal and team building skills and the ability to foster a sense of purpose and community, empowering, and coaching a diverse team to grow and develop professionally and hold yourself and one another to high standards.
- Proven track record in attending to the details of budgeting, planning, and reporting
- Demonstrated skill in designing and operationalizing dynamic and innovative fundraising activities
- Consistent use of tools and metrics to support accountability
- Familiarity with donor management software; experience with EveryAction preferred
- Excellent organizational skills, including the ability to work independently and manage team projects
- Superb narrative writing and editing skills with emphasis on persuasive communications. A strategic communications background is ideal.

Role Requirements

- Supervision of Development Department Staff

Compensation

Generous benefits, including health and dental coverage, paid sick, paid vacation, personal days, and holidays. This is a full-time, exempt position with supervisory responsibilities. Starting salary is \$120,000, negotiable based upon experience.

Working Conditions

Our commitment to diversity, equity and inclusion across race, gender, sexual orientation, age, religion, language, identity, physical or mental ability, ethnicity, perspective, and experience is in ROC's DNA. It drives us forward every day to create an environment where workers from any background and culture are safe, healthy, and empowered, get their voices heard, feel welcomed, supported, and valued, and are

given the same opportunities. **All are welcome and encouraged to apply.**

Submission Instructions

Submit one PDF document containing your cover letter, your resume, and a brief development-related writing sample to jobs@srconsultingsolutions.com

. Please indicate in the subject line “Director of Development” [Your Last Name]. In your cover letter, please include how you learned of this position, what you feel makes you qualified for it, and how you tackled a specific fundraising challenge in your previous work.