Development Director

College Possible Texas

EMPLOYMENT	START	LOCATION	REPORTS TO
Full-Time Exempt	Immediate	Austin, TX	Executive Director

About College Possible

As one of the largest and most successful college access and success programs in the country, since 2000 College Possible has helped put more than 99,000 students from disinvested communities on the path to economic mobility via completion of a college degree. Its proven near-peer coaching model, delivered by recent college graduates serving as AmeriCorps members, provides high-touch interventions proven to help students navigate and overcome the most common barriers to college access, retention, and degree completion.

College Possible is a growing nonprofit coaching students from low-income backgrounds to and through college to break the cycle of poverty and empower the next generation of leaders. Our model has earned national recognition: the inaugural Evergreen National Education Award recognized our leadership in increasing access to and success in college for students from low-income backgrounds. It also earns top-of-field results: a Harvard study found that the program more than doubles a student's chance of enrolling in a four-year college, and our students are four times more likely to become college graduates than their low-income peers. 87% of College Possible students are admitted to college and are enrolled at 866 colleges and universities across the United States.

Headquartered in Saint Paul, MN, College Possible operates: regional sites in Chicago, IL; Milwaukee, WI; Omaha, NE; Portland, OR; Seattle, WA; and Texas;. Learn more at CollegePossible.org.

Your Role as Development Director

The Director of Development leads College Possible Texas's fundraising department, securing philanthropic investment that helps students from low-income backgrounds access and complete college. The director personally manages the design and implementation of the CP Texas marketing and communications plan, priority donor and funder relationships, builds a growing individual-giving pipeline, and leads the annual fundraising plan across individual, foundation, and corporate support. Working closely with Texas leadership, the Advisory Board, and national advancement colleagues, the director strengthens renewals, develops new funding opportunities, and maintains clear revenue forecasts and timely stewardship. This role combines strategic leadership with direct fundraising execution statewide across Texas.

- **Major Gifts:** Act as primary manager to identify, cultivate and play a lead role in soliciting and closing major gifts from foundations, corporations, and high net worth individuals that generate five figure gifts and above.

Strategic Planning and Analysis: Develop and execute an annual fundraising plan, to include revenue forecasts, financial modeling, donor cultivation, solicitation, and stewardship strategies to meet and exceed annual fundraising targets. Analyze local data and monthly reports across all strategic outreach efforts and campaigns to critically assess effectiveness and progress towards goals. Responsible for analyzing and monitoring program data being reported to board and donors.

Grant and Appeal Writing: Develop, write, and submit grant proposals, direct mail, and digital appeal campaigns to support the achievement of CP Texas annual revenue goals. Build proposal budgets and incorporate financial modeling and forecasting techniques that support grant proposals. Use the Salesforce database and internal tracking practices to record application and reporting deadlines to ensure timely submission and compliance.

Prospecting and Cultivation: Lead prospecting and donor research to cultivate high-net-worth individuals and secure institutional support. Implement strategies to inspire prospective supporters to become donors and increase the number of donors to the annual operating fund.

Fundraising Events: Plan and implement events and activities (volunteer experiences, tours, receptions, friend-raisers, etc.) for individual major gift donors, using existing activities as appropriate. Engage in networking activities or other opportunities to generate potential donor prospects for cultivation.

Relationship Management and Stewardship: Track and report relationship management activity using Salesforce CRM system, including identification, qualification, cultivation, solicitation, proposal submission, and stewardship of prospective and current funders. Monitor weekly, monthly, quarterly, and annual activity to achieve individual performance measures (e.g. meetings, proposals, major gift revenue) through a strong stewardship strategy.

Communications/Marketing: Lead the communications, marketing, and public relations efforts for College Possible Texas and work closely with the National Communications Team. Oversee heads-up marketing efforts- quarterly newsletter, social media, marketing slide deck and website maintenance. Manage the creation and production of printed and electronic newsletters and press releases, and guide media relations and social media strategies.

Site Leadership: The Development Director plays a critical role as a leader at the Texas site. They will represent College Possible externally within the business, academic and philanthropic communities. They will build a strong culture of collaboration, excellence, and strong strategic leadership.

Other duties as assigned or required

What You Bring

Education/Certifications/Licenses:

- Bachelor's degree required
- Master's degree and/or CFRE preferred

Related Work Experience:

- Six or more years of progressively responsible fundraising experience, or equivalent demonstrated achievement

- A minimum three years of supervisory experience

Position Qualifications:

- Must possess strong written, oral and presentation communication skills, have substantial experience in developing clear and concise funding proposals, and the ability to explain program outcomes qualitatively and quantitatively
- Must have a demonstrated ability to meet financial goals for major gift giving, with a proven track record of cultivating and securing five-figure gifts and above, and successful experience with prospect research, outreach and developing cultivation and solicitation strategies
- Individual must be able to think strategically and creatively, and must have excellent interpersonal skills and a demonstrated record of completing assignments, multi-tasking, meeting deadlines, and working with minimal supervision
- Effective partnership with executives and board members; staff or contractor supervision where the role requires it
- Individual must possess a significant commitment to the mission of helping historically underserved students earn admission to college and persist toward degree completion
- Experience with federal grant writing and compliance is a plus
- Strong management abilities with significant supervisory experience

Computer/Software Skills:

- Strong computer skills, including demonstrated proficiency in: Microsoft Word, Excel and donor database software
- Salesforce experience preferred

Other Skills and Abilities:

- Self-starter with the ability to prioritize multiple projects and deadlines simultaneously
- Proven record of facilitating collaboration and cooperation with organizations and the community
- Attention to detail, including proofreading and project follow-through
- Comfort with data collection, analysis, and a strong focus on results

Physical Requirements:

- Travel required up to 20% to meet face-to-face with key funders, represent the organization at high-profile events, and perform site visits to evaluate project impact
- This position primarily involves computer-based and administrative work in an office and/or remote work environment. The role requires regular use of a computer and participation in virtual and in-person meetings. Occasional movement of office, program, or event materials may be required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

What We Offer

In addition to joining a committed, diverse, values-based organization, we offer:

- An opportunity for you to have a tremendous impact both internally and in the broader country
- A work-from-home/hybrid environment with regular travel to meetings, events, and co-working opportunities
- $82,000/year salary

- Excellent benefits including complete health, dental, life, short-term and long-term insurance
- 401(k) retirement plan
- Encouraged sustainability through a generous paid time off program.
- Personalized professional development and growth opportunities

To Join Our Growing College Possible Team:

Please apply at: www.CollegePossible.org/careers Include a resume, cover letter.