

EMERGE

POSITION DESCRIPTION

Title: Vice President of Development

Reports to: Chief Executive Officer

Job Status: Full time, Exempt

Organization Overview:

EMERGE is building the next generation of leaders. We support high-achieving students from low-income communities to access and succeed at the nation's most selective colleges and universities — unlocking talent that will shape industries, communities, and the country for decades to come. Founded in 2010 in Houston, TX, EMERGE has grown from serving 14 students across four high schools to reaching more than 3,000 scholars across a dozen school districts and more than 100 selective colleges and universities across the country.

Under new executive leadership, EMERGE is entering a new chapter. The organization is strengthening its operational foundation, investing in senior talent, diversifying its revenue model, and positioning itself as the leading national platform for identifying and developing exceptional talent from income-constrained communities. The Vice President of Development will play a central role in this moment of transformation.

Position Overview:

The Vice President of Development is EMERGE's senior fundraising leader and a member of the CEO's leadership team. This role carries the strategic authority to set the organization's philanthropic vision, the expectation to personally cultivate and close major gifts, and the responsibility to lead a development team of three. EMERGE is positioned to substantially expand its philanthropic revenue, and this role carries the mandate and the organizational commitment to lead that growth. The VP will build and execute the strategy to move EMERGE toward a \$5M+ annual target while leading and growing a high-performing development team.

This is a foundational hire. The VP will partner with the CEO to strengthen and evolve EMERGE's development infrastructure: ensuring the successful implementation of a new donor database, establishing rigorous reporting and pipeline management systems, building cross-functional partnerships with finance and program teams, and creating the data-driven culture needed to sustain long-term growth. The right candidate is energized by the opportunity to build, is comfortable rolling up their sleeves, and sees strong systems and clean data as the bedrock of a great fundraising operation.

Principal Duties and Responsibilities:

Revenue Strategy & Major Gifts

- Set and drive the annual and multi-year fundraising strategy in partnership with the CEO, including goal-setting, pipeline management, and revenue diversification
- Personally manage a portfolio of EMERGE's highest-value donor and funder relationships, including major individual donors, foundation program officers, and corporate partners
- Lead strategy around six- and seven-figure solicitations for campaign priorities and general operating needs
- Serve as EMERGE's second external voice alongside the CEO, representing the organization in funder meetings, at conferences, and across Houston's philanthropic community

EMERGE

Infrastructure, Data, and Systems

- Own the organization's donor database and data infrastructure, ensuring clean data, consistent processes, and strong adoption across the team
- Set the standard for fundraising reporting, including dashboards, pipeline reviews, and progress-to-goal tracking, and use those insights to drive decisions at the leadership and board levels
- Maintain strong cross-functional partnerships with finance, programs, and operations to align on revenue forecasting, grant compliance, and organizational reporting needs
- Leverage donor data and giving behavior analysis to shape revenue strategy, identify trends, and inform high-value solicitation approaches

Board, Advisory Council & Constituent Engagement

- Serve as the primary development liaison to the board of directors, staffing the development committee and driving board member engagement in fundraising
- Coach and support board members in their individual fundraising roles and give/get commitments
- Partner with the CEO on Advisory Council strategy and leverage those relationships for revenue and organizational visibility
- Oversee the alumni board and mentor program as donor cultivation and engagement pipelines, ensuring these programs deepen affinity and create pathways to giving
- Own and continuously refine EMERGE's case for support, bringing the donor perspective into organizational messaging and ensuring fundraising communications reflect what resonates in the market

Team Leadership

- Lead and grow a high-performing development team, setting clear expectations, managing performance, and ensuring strong execution across all revenue functions
- Build a high-accountability team culture with clear metrics, pipeline discipline, and consistent reporting
- Develop team members through coaching, feedback, and professional growth opportunities

Qualifications and Skills:

- 10+ years of progressive fundraising experience with a personal track record of soliciting and closing six-figure gifts
- Bachelor's degree required.
- A hands-on fundraiser who is comfortable making direct asks, building donor relationships independently, and personally driving revenue
- Strong data orientation, fluent in reading and interrogating fundraising reports, using data to drive decisions, and building systems that produce actionable insight
- Track record of building or significantly strengthening development infrastructure, systems, and processes
- Comfort operating in an organization in a season of growth and change that requires an entrepreneurial, adaptive, and solutions-oriented leader

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- Deep commitment to EMERGE's mission and belief in the transformational power of investing in the next generation of leaders

What We Offer:

- Salary commensurate with experience (\$160K-\$180K)
- Medical, dental, and vision insurance
- Short-term and long-term disability and life insurance
- 403(b) retirement plan
- 27 paid time off days plus 18 organizational holidays
- The opportunity to build and lead a critical function during a transformational chapter for a nationally recognized organization investing in the next generation of leaders

Please contact Amanda Hingle at ahingle@edgegroup.cc