

## Development Director

### Who We Are

**LEAP (Leadership Education for Asian Pacifics)** is a national, nonprofit organization founded in 1982 with a mission to achieve full participation and equality for Asian and Pacific Islanders (APIs). LEAP works to achieve this mission by: **Developing People**, because leaders are not born; **Informing Society**, because leaders know the issues; and **Empowering Communities**, because leaders are grounded in strong, vibrant communities. Guided by the philosophy: “**Keep Your Values. Develop New Skills.®**”, LEAP is focused on “uncapping talent” and filling the pipeline with Asian and Pacific Islander leaders across all sectors.

### About This Role

LEAP is in search of a dynamic and experienced Development Director to spearhead the creation, execution, and evaluation of a robust fundraising program. The successful candidate will be tasked with enhancing LEAP's visibility, impact, and financial resources through diversified income streams. This role demands a proven track record in fund development, strong leadership skills, and a genuine commitment to Asian and Pacific Islander leadership development as a catalyst for social change.

### What You'll Do

#### 1. **Strategic Fundraising Leadership:**

Develop, manage, and implement a comprehensive fundraising program to meet LEAP's strategic objectives and financial goals, incorporating corporate sponsorships, special events, fee-for-service programs, major gifts, individual donors, and foundation grants.

#### 2. **Donor Engagement and Relationship Building:**

- Identify, cultivate, and steward high-potential individual and major donors, ensuring sustained and increased giving.
- Position the President & CEO for effective engagement with donors, clients, prospects, foundations, and business leaders.
- Partner on alumni engagement strategy and cultivate relationships with program alumni.
- Provide support to build and empower the Board's capacity, capability, and confidence in fundraising.

#### 3. **Strategic Partnerships, Earned Income, and Events:**

- Build and expand relationships with corporate partners and clients to expand fee-for-service program revenue and secure programmatic and operational support.
- Plan and execute special events aimed at engaging donors and raising funds for the organization.

#### 4. **Metrics and Reporting:**

- Establish, monitor, and analyze key fundraising metrics on a quarterly basis for forecasting, strategic decision-making, contributing to annual budget development, and performance evaluation.
- Oversee grant management and ensure grant goals are achieved.

**5. Team Management and Collaboration:**

Participate on LEAP's management team, manage and support development team members, fostering ongoing learning opportunities and motivation.

**6. Representation and Continuous Learning:**

- Represent LEAP externally at conferences, meetings, and in the community.
- Stay informed about Asian and Pacific Islander community needs, challenges, and opportunities.

**Qualifications**

- 5+ years leading revenue-generating functions (business development or fundraising) in nonprofits.
- Proven success in fundraising, exceeding \$3M+ annually.
- Solid understanding of Asian and Pacific Islander community issues.
- Excellent communication skills, both written and verbal.
- Experience supervising staff and volunteers.
- Proficient in Microsoft Office, Google Apps, Salesforce, Constant Contact, Asana.
- Bachelor's degree in nonprofit management, business administration, or related field.
- CFRE preferred.
- Ability to work a flexible schedule and travel regularly as needed.
- Strong commitment to diversity, equity, and inclusion.
- Valid driver's license.

**Other Information**

- Remote work possible.
- Full-time, exempt position with annual compensation range \$110,000 - \$120,000.
- Full health, vision, and dental coverage; long-term disability after 60 days of employment.
- Option to participate in Health Savings Account with employer contribution.
- Participate in 401K Retirement Plan with 4% employer match after one-year of employment.
- Unlimited paid time off.
- Winter and Spring office closures.
- Professional development and skill-building support.

If you are interested in making an impact in the API community and this role interests you, we encourage you to apply by emailing your resume to Eledy Vargas Gonzalez

([evargas@leap.org](mailto:evargas@leap.org))