



Daybreak Star Indian Cultural Center
Post Office Box 99100, Seattle, WA 98139
Phone: (206) 285-4425 Fax: (206) 282-3640

JOB ANNOUNCEMENT

JOB TITLE: Development Director
REPORTS TO: Executive Director
LOCATION: Daybreak Star

DEPARTMENT: Executive
STATUS: Full-Time/Non-Exempt
SALARY: \$65,000+ and DOE

United Indians of All Tribes Foundation (UIATF) was founded to serve as a focal point for the renewal and regeneration of cultural identity in the Greater Seattle area and beyond. Our mission is to provide educational, cultural, and social services that reconnect indigenous people in the Puget Sound region to their heritage by strengthening their sense of belonging and significance as Native people.

JOB DESCRIPTION:

We are seeking a Development Director to focus on capital fundraising. The Development Director will create a fundraising strategy for Daybreak Star capital needs, as well as working with corporate, individual, and private foundation donors. This position will help United Indians of All Tribes Foundation build a strong individual and corporate donor base, allowing us to grow in our capacity and provide programs and services for the communities we serve.

ESSENTIAL FUNCTIONS:

- Develop a fundraising strategy for a Daybreak Star capital campaign and Northwest Canoe Center capital campaign.
- Provide strategic leadership to build and oversee all aspects of the development program, including donor outreach and retention.
- Work with the Executive Director to create and implement a sustainable grant and fundraising strategy for the organization.
- Create and lead a targeted major donor program in collaboration with the Executive Director.
- Oversee donor communications, including annual appeals and potential funder outreach.
- Provide regular updates to the Executive Director and Board of Directors on fundraising and development. Engage, encourage, and coach board members and management team in fundraising activities.
- Oversee annual fundraising gala, plan and execute fundraising goals relating to the gala, including serving as the lead development professional for donor/sponsorship contact and outreach with staff (i.e. auctioneer, additional staff).
- Supervise Development and Communications Fellow.
- Other duties as assigned.

QUALIFICATIONS:

- Minimum of 3 years non-profit development experience.
- Proven success at designing and overseeing a major gifts program, ability to meet ambitious fundraising targets.
- Strong project management skills and comprehensive understanding of new trends in development and fundraising.
- Experience with CRM software, such as Salesforce and Greater Giving, preferred.
- Familiarity with Native communities and history of Native philanthropy is a plus.
- Able to work occasional nights and weekends.
- Occasional local travel.

Job Posting Date: July 19 th , 2019. Closing Date: Open until filled.	Application Procedure: Submit Cover Letter and Resume to jobs@unitedindians.org
Compensation: \$65,000+/year plus excellent benefits package provided.	Applications for Employment can be obtained at Daybreak Star Indian Cultural Center - Human Resources OR online at https://www.unitedindians.org/about/jobs/

United Indians is an Equal Opportunity Employer. UIATF does not discriminate against any employee or applicant for employment because of race, religion, creed, age, color, sex, marital status, sexual orientation, gender identity, political ideology, ancestry, national origin, or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification.