
DIRECTOR OF DEVELOPMENT

Team Read is seeking an exceptional, growth-minded fundraiser with a passion for education, youth development, and racial equity. This is a full-time equivalent position, exempt, local to the greater Puget Sound area. For the right candidate, a less-than full-time engagement will be considered if so desired.

Director of Development is a new role for Team Read, with significant opportunities to build on a long track record of organizational impact and success. We need someone who is creative while grounded in specific and solid fundraising expertise, bringing to the work demonstrated understanding of fundraising principles. This person will know how to roll with big ideas and manage fine details at the same time. They can keep processes running smoothly while making room for constant improvement and innovation. They are a curious systems thinker and builder who also loves the high-touch personal engagement central to effective fundraising. A member of a small but mighty team, they are self-directed but not siloed.

WHO WE ARE



Team Read propels young students to become inspired, joyful readers and teens to become impactful leaders, ready to succeed in school and life, building stronger communities for all. Founded in 1998, Team Read is a Seattle-based nonprofit organization that partners with school districts to pair dedicated high school reading coaches with young student readers to measurably improve academic outcomes in high-poverty schools. In the 2019-2020 school year, we paired more than 450 coaches with 550 2nd- 4th grade readers at 15 elementary schools across Seattle and Highline. Our coaches are sourced with shared experience as a goal: over 90% of our readers are BIPOC and about 50% speak a language other than English at home. To provide strong mentoring and connection, Team Read coaches are recruited from high schools in the same school feeder pattern, are more than 80% BIPOC, and many also come from bi-lingual

households. Coaches are paid minimum wage for their work. Our work is grounded in the belief that every child deserves to be a great leader and every teen deserves a meaningful first job.

Team Read's annual evaluation illustrates overwhelming support from our stakeholders. Teachers, parents, and principals agree Team Read is a high-quality program that supports reading growth *and* youth development. Due to COVID, we quickly pivoted to a virtual program this year and are serving students from 23 different schools across Seattle and Highline. The connection we help forge between emerging readers and their teen coaches is proving more important than ever before.

THE OPPORTUNITY

Team Read's program is built on a time-tested model, with a loyal following of supporters comprised of educators, parents, community members and thousands of program alumni. We are building a development team to both shepherd and build upon this base. Our strategic plan guides us, with its focus on program growth, leading with racial equity as a driver, and positioning Team Read well to sustain and increase its capacity to support growth. Expanding and deepening our footprint is an important component of realizing our vision for equitable learning communities that nurture and celebrate the strengths of young readers and teen leaders, and where every student gets the support they need to thrive. Public-private partnership is core to our model, and program growth means finding, developing, and nurturing more philanthropic engagement.



Today, most of Team Read's philanthropic support comes from grants, an annual luncheon, and year-end and spring campaigns supporting a total budget of about \$700K annually (\$1.0 million including in-kind contributions). These sources are complemented by a nascent individual gift strategy that includes engaging organizational leadership in managing small portfolios of donors. Approximately 25% of Team Read's revenues come from individual contributions currently. Over the next three years, by investing in this new position, we will seek to increase this by at least 20% by connecting with individuals and families who believe, like we do, that all kids deserve to be great readers and teens should have access to a meaningful first paid job. We will also seek to increase public and private institutional support by 10-15% annually. This growth will require a mix of new donor development, sustained donor retention, and more strategic donor advancement along with sustained institutional support from private institutional and public funding sources.

THE ROLE: KEY PRIORITIES & RESPONSIBILITIES

The Development Director will lead the effort, in close collaboration with the Executive Director and Communications Manager, to define and execute a data-driven strategy for sustained growth in individual giving. Together, these three primary members of the fundraising team will work to glean insights from and build on Team Read's existing fundraising strengths and successes, and support board members and staff in finding their own appropriate, meaningful role in the near and mid-term fundraising strategy.

Leadership and Collaboration: The Development Director will report to the Executive Director and support her in keeping the board informed and engaged in fundraising, while nurturing a culture of philanthropy across the organization. This role will play a key part in devising and advancing our overall

fundraising strategy, with particular focus on individuals, supported by the Executive Director, board and colleagues. This individual's work will include considering and developing new ideas, tactics and action plans for connecting with our supporters and stakeholders in Seattle and South King County.

Donor Development Planning and Strategy: The Development Director will have primary responsibility for evaluating and nurturing our individual support base, soliciting and stewarding major gifts and driving board engagement in donor relations to grow our individual support base and unrestricted philanthropic revenue. This role will oversee, implement and manage systems for donor tracking and moves management – identifying and qualifying prospects, cultivating and soliciting gifts, and acknowledgement and stewardship.

Communications: This individual will collaborate with the Communications Manager to envision and implement an effective communications plan to support fund development and individual giving. They will work closely with the Communications Manager as a peer on content, messaging, and materials that support the individual gifts strategy and will actively look for exciting stories to tell and provide input on how we most effectively connect with audiences and share our impact.

This job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities that are required of the employee and others may be assigned.

COMPENSATION & DETAILS

The Director of Development is a full-time (40 hours/week) exempt position. A less than full-time arrangement will be considered at the applicant's request.

The salary range is \$70,000 to \$80,000 (FTE) based on direct experience.

Team Read offers competitive benefits, a compelling mission and dedicated and passionate co-workers (core and school-based staff and teens). Benefits include employer-paid health insurance for employee, a technology stipend, 15 days of vacation and PTO in year one and 10 paid holidays, plus an additional 10 paid days annually during school closures.

Our team is currently remote. When safe, we will return to our offices at the Seattle Public Schools central office in SODO. Flexible work arrangements may be able to be accommodated, so please ask. Once safe, this employee will be required to work on-site for special events, occasional business meetings, and donor meetings which may require some evenings and weekends.



“When my student reader said, ‘I can do this,’ I felt like I could truly change the world, especially after helping him through a difficult book.” – Team Read alum

IDEAL SKILLS & QUALIFICATIONS

- Commitment to quality education for all, youth development, and racial equity. Ability to articulate personal passion for Team Read's mission, values and commitment to equity.
- 3 to 5 years of paid fundraising development experience with increasing responsibilities including shaping strategy, direct in-person gift solicitation, grant cultivation and stewardship.
- Strong appetite and ideas for creating strategies and opportunities that generate individual donor and community engagement.
- Excellent interpersonal, written and verbal communication skills
- Commitment to learning and engaging in anti-racist practices and to advancing an environment that values diversity, equity, and inclusion.
- Strong time management and organizational skills; demonstrated ability to multitask effectively.
- Exceptionally attentive to detail, specifically regarding data entry and data integrity.
- Motivated, entrepreneurial, strategic, confident, organized, flexible, and comfortable working independently while also maintaining a strong commitment to teamwork and collaboration.
- Experience using a donor database or Customer Relations Management (CRM) platform.
- Proficient in MS Office Suite, Salesforce, and project management software a plus.

Postsecondary or continuing education in business, marketing, nonprofits, or fundraising is valued but not required, and may be replaced with direct professional experience.

HOW TO APPLY

Send a letter of interest, LinkedIn profile, and 2 references to Melissa Pailthorp, Executive Director, c/o jobs@teamread.org. We strongly encourage applications from people of color and people who have personal experience as a first-generation, under-resourced or under-represented student like the majority of those who Team Read serves.

Applications will be considered as they apply. Position will be open until filled. No phone calls, please.

DISCLAIMER: The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job. As an adaptive organization, responsibilities can and will change in alignment with greater efficiencies and mission metrics.

EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION: Team Read is committed to equal opportunity for all employees and applicants and fosters an environment free of barriers and discriminatory practices. Team Read actively promotes mutual respect, acceptance, teamwork and productivity. Team Read is committed to maintaining an organization whose staff, Board and clients are diverse in background, experience, race, color, national origin, gender, age, religious reference, marital status, sexual orientation, sensory, mental or physical abilities, veteran status, and other qualities that strengthen the program while reinforcing its commitment to basic fairness.

In accordance with the Americans with Disabilities Act, upon request, reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of our positions.