

Chief of Development
Location: New York City accessible

Overview

At the [Global Center on Cooperative Security](https://www.globalcenter.org), we believe that policies that protect society are best informed by the people most directly impacted. We work with change makers around the world who are committed to addressing the root causes of violent extremism and challenging abusive government practices in the name of countering terrorism. We are a small, dynamic team committed to a more just and secure world and are seeking to add a transformational fundraising professional who can help us advance our mission.

From our offices in New York, Washington, London, Paris, Tunis, and Nairobi, we work to:

- Support communities in addressing the drivers of conflict and violent extremism.
- Advance human rights and the rule of law to prevent and respond to violent extremism.
- Combat illicit finance that enables criminal and violent extremist organizations.
- Promote multilateral cooperation and rights-based standards in counterterrorism.

Our global team and network of experts, trainers, fellows, and policy professionals work to conduct research and deliver programming in these areas across sub-Saharan Africa, the Middle East and North Africa, and South, Central, and Southeast Asia.

90% of the Global Center's current funding comes from government grants. We seek a proactive Chief of Development to ignite our strategic fundraising plan to diversify our revenue sources and achieve defined unrestricted funding goals. Our ideal candidate is someone who is equipped with a toolkit of development best practices who can serve as a fierce advocate of those practices so that we can create a strong culture of philanthropy. Reporting to the Executive Director, the Chief of Development will work with the Global Center's Board of Directors and Leadership Team to identify, cultivate, solicit, and steward prospective corporate, foundation, and high net worth individual donors and prospects to advance our mission.

Position summary

Working in close partnership with the Global Center's Leadership Team and Board of Directors, the Chief of Development will refine and advance the Global Center's fundraising plan. This executive will be responsible for mobilizing the organization to execute the plan and collaborating with key stakeholders to advance donor relationships.

Essential responsibilities

- Lead the growth of a relatively nascent fundraising program, including the refinement and execution of the organization's fundraising operations.
- Work closely with the Executive Director and other members of the Global Center Board and staff to create cultivation and solicitation materials, support acknowledgment and stewardship efforts, and generate impact reports.
- Ensure that the Global Center's work is articulated in a way that is easy for external stakeholders to understand.
- Support donor solicitation by overseeing the creation of prospect profiles, individualized moves management strategies, meeting materials, and any follow-up documents.
- Working in partnership with the Executive Director and Board Chair, advance the Board's expansion efforts by researching prospective Board members and providing materials to support the Board recruitment process. Steward Board members in their governance role and as donors.

- Plan and execute cultivation events that are aligned with the organization’s development strategy, ensuring that they are optimized to generate revenue.
- Ensure that all interactions are aligned with the Global Center’s values and are culturally responsive, respectful, and based on the organization’s commitment to inclusion, diversity, and equity.
- Where appropriate, collaborate with Global Center colleagues to oversee appropriate prospect and donor cultivation and stewardship at organizational events.
- Maintain accurate and detailed records of donor communications and prospect management – including cultivation, solicitation, and stewardship documentation – in Salesforce.
- Advance marketing and outreach efforts, in cooperation with communications and program staff, including developing and revising organizational collateral, messaging strategies, and direct appeals.

Minimum qualifications

- Passion for the Global Center’s mission to create a just and more secure world by working collaboratively with civil society organizations, governments, the private sector, and multilateral institutions to address the root causes of instability, insecurity, and violent extremism.
- At least ten years of successful development experience with corporations, foundations, and individual donors, with a track record of planning and implementing fundraising campaigns, closing gifts, and meeting goals.
- Exceptional verbal and written communication skills, ability to communicate ideas with enthusiasm to donors, and an ability to successfully match donor interests to the Global Center’s needs.
- Experience working with Board members and executive leaders to cultivate and steward donors and secure unrestricted gifts of at least \$10,000.
- Demonstrated skills initiating and managing projects, working independently, and meeting deadlines.
- Exemplify ethical standards of professional fundraising, as articulated in the [Association of Fundraising Professionals Code of Ethical Standards](#), including maintaining confidentiality as warranted.
- Adept at working with MS Office Suite (Word, PowerPoint, Excel) and comfortable learning new technology solutions and working remotely and independently.
- Experience with Salesforce, including adapting the database to serve organizational needs, and relevant development software.
- B.A. or B.S. degree required, CFRE certification a plus.

Salary and Benefits

Salary and benefits are commensurate with experience, with salary expected between \$125,000 – 150,000. The Global Center offers a competitive benefits package that includes: medical, dental, vision, life and disability insurance; vacation, personal and sick time; paid parental leave; a health savings account; and retirement savings plans. Other benefits include: flexible work from home arrangements, including a home-office expense subsidy; and dedicated annual professional development funds and time for each team member.

As an Equal Opportunity Employer, the Global Center is committed to building a team that represents a diversity of backgrounds, perspectives, and skills. We do not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, physical or mental disability, national origin, veteran status, or any other classification protected under applicable law. All employment is decided on the basis of qualifications, merit, and business need.

Please submit: (1) cover letter; (2) resume; and salary expectation to JoinOurTeam@globalcenter.org, with the subject line “Chief of Development – {first name, last name}”. Candidates will be reviewed until a hire is made; no phone calls, please.