



Self Love Beauty Fund Development Director

Who Are We:

Self Love Beauty (SLB) is a 501(c)(3) nonprofit with the mission to educate, impact and invest in individuals through evidence-based, age-specific educational programs that focus on the importance of self-love and confidence so they are empowered to fulfill their highest potential at every stage of their life.

Position Summary:

SLB is in search of a Fund Development Director. This role will manage, develop, implement and enhance SLB's fund development strategy through fundraisers, grants, partnerships, sponsorships and individual donors with supporting roles in programs, management and marketing. This is an incredible role where you will exercise fundraising skills, relationships skills, project management, events and communication. Director will participate with the local Association for Fundraising Professional chapter to keep connected to other fundraisers/donors and updated on trends.

This position is full-time (some nights & weekends); compensation of salary ranging (\$45-60K), stipend benefits, bonus structure, flexible schedule; located in Midland, Michigan, with a hybrid working model, reporting to the Executive Director.

Primary Responsibilities:

Essential functions and responsibilities include, but are not limited to:

- Develop and implement a comprehensive fund development plan in collaboration with the Executive Director that includes identifying ways to diversify funding base, donor recognition, special events, annual giving, planned giving, and corporate sponsorships.
- Build, maintain, and cultivate professional relationships with individuals, professional advisors, and nonprofit organizations.
- Event Planning: Lead and coordinate SLB's large and small fundraisers including implementation, overseeing committee, raising funds, meeting goals and all fundraising efforts.
- Partner and Sponsor Relations: Build relationships for new partnerships and sponsors to further our mission and work with the Executive Director and Board to strengthen relations within the community
- Grants and Foundation Relations: Oversee the grant writing efforts by initiating and writing proposals as well as working with director and program staff.; Monitor current grants and ensure that proposals and reports are submitted according to all guidelines and deadlines
- Individual Donors: Work with current donors, lapsed donors, and prospective donors through campaigns, cultivation, direct mail campaign, etc and collaborate with staff to design and implement opportunities for donors to learn more about SLB.
- Marketing and Public Relations: Supporting role through coordinating public outreach efforts, digital and print marketing.

- Database: Develop and maintain an efficient tracking system of donors, grants, sponsors, prospects and more to ensure all gifts are properly documented and to support the achievement of our mission and goals
- Responsible for proposing, achieving, and documenting progress toward development and goals regarding growth in: total contributions; additions by existing donors; donor participation and donor satisfaction; and contacts with donors and prospects.
- Strengthen link between volunteerism and financial support
- Represent Self Love Beauty at public events and in other contexts as needed
- Be a willing partner with other staff in all aspects of SLB's mission and assist executive director as needed
- Other duties assigned by Director

Knowledge, skills and character:

- Bachelor's degrees
- Minimum of two years prior fund development experience (including raising funds, fundraising event planning and grassroots fundraising efforts)
- Highly developed oral, written and interpersonal communication skills and ability to effectively interact with donors, committees, employees, professional advisors, and community-at-large.
- Computer skills, including proficiency in all components of Microsoft Office, Google Drive and donor management database software.
- Highly motivated with demonstrated initiative to produce results, able to work with minimum supervision.
- Ability to effectively plan, organize, research and interpret data required.
- Outstanding organizational skills; ability to plan and prioritize projects in order to meet multiple demands of SLB.
- Willingness to learn new information/techniques to flexibly deal with changing demands and willingness to work until the job is complete.
- Personality compatible with being attentive, caring and helpful with all SLB board members, clients, donors and the general community.
- Additional expectations include professional attitude, team player, follow-through, attendance, organizational loyalty and confidentiality.
- Someone with project management skills
- Aligns with our core values, has high energy and is passionate for the organization's mission.
- Has outstanding organizational skills, customer service, attention to detail, and the ability to manage multiple projects simultaneously
- Excellent self-management and problem solving skills, with the ability to work independently or as a team as needed.

Please submit your cover letter and resume to our team at info@selflovebeauty.com.