

## **JOB ANNOUNCEMENT**

**Position:** Director of Development

**Reports to:** Executive Director

**Bargaining Unit:** No

**FLSA:** Exempt

**Type:** Full Time



### **About Centro Legal de la Raza:**

Founded in 1969, Centro Legal de la Raza is a dynamic legal services agency protecting and advancing the rights of low-income, Immigrant, Black, and Latinx communities through bilingual legal representation, education, and advocacy. We pride ourselves in the three key components of our work: building leadership, empowerment, and equity in our community. We incubate community empowerment by advocating for positive change in local and state governments, creating meaningful dialogue on issues through our communications and media strategies, and by engaging in true, collaborative based, community lawyering. Finally, we ensure equity through high quality bilingual legal services and courtroom advocacy. Our main practice areas are tenants' rights, immigrants' rights and workers' rights, additionally, through our Youth Law Academy and Diversity Legal Pipeline programs we foster leadership for the next generation of attorneys and judges of color by providing guidance and mentorship.

### **About the Position:**

Centro Legal has grown tremendously over the past few years. In 2016, our organizational budget was \$2.8M. In 2021, our organizational budget was \$22M. Last year we served over 12,551 clients across our practice areas. This is an exciting opportunity for a passionate Development Director to partner with our new Executive Director to help build our strategic direction in this new phase of growth. Working closely with leadership staff and the Board of Directors, the Development Director will help inspire, grow and execute a vision to take our innovative movement lawyering oriented model further. Our vision is to move toward a more balanced and less restrictive revenue stream, with an aspirational goal of \$3-4M in unrestricted funding. Including funding from corporate, foundation, and individual philanthropy, special events, strategic communications and marketing. We are looking for a creative and collaborative leader to create a development and communications strategy to enable us to achieve these goals and bring us to the next level. We need an experienced leader to strengthen our fund development and to lead a passionate and strong development team.

### **Key Responsibilities:**

- Lead the creation and execution of a strategic vision and fundraising plan;
- Engage and motivate the board of directors: Work with the board of directors on development-related projects, resource the board development committee, and facilitate the board's own fundraising;
- Build a major gifts program including identification, cultivation and solicitation of major donors;
- Build a planned giving program with a focus on deferred gifts;
- Direct the annual fund program and oversee fundraising special events;
- Oversee prospect research;
- Supervise a four-person development team;

- Serve on Centro Legal's Leadership Team

**Key Qualifications:**

- Five-plus years experience in development;
- Self-directed, with the ability to prioritize and simultaneously work with multiple people and on multiple projects;
- Ability to clearly and consistently articulate a deep understanding of racial equity and structural racism as it relates to the work we do and how we operate internally at Centro Legal; ● Strategic thinking with applied innovation, planning and operation/organization skills; ● An understanding of and commitment to Centro Legal's mission;
- Proven track record in successful revenue growth in the non-profit sector;
- Exceptional interpersonal skills, ability to interact collegially with peers and all staff; ● Demonstrated commitment to diversity within the office and a personal approach that values all individuals and respects differences regarding race, ethnicity, age, gender identity and expression, sexual orientation, religion, ability, socio-economic circumstance, immigration status, and record of arrest or conviction.

**Compensation**

Salary is competitive and commensurate with experience ranging from \$108,914 - \$115,187. We provide a generous benefits package, including 401K, life insurance, leave policies, monthly wellness days, vacation, and extended winter holiday office closure at full pay.

**To Apply**

Review of applications will begin immediately and continue until the position is filled. Applicants are encouraged to apply as soon as possible. To apply, send a brief cover letter and resume by email to [jobs@centrolegal.org](mailto:jobs@centrolegal.org). Include **"Director of Development"** in the subject line.

**POSITION OPEN UNTIL FILLED**

**Diversity Statement**

Centro Legal de la Raza is an equal employment opportunity employer and does not discriminate on the basis of race, color, religious creed, sex, pregnancy), gender, national origin, ancestry, citizenship, age, medical condition including genetic characteristics, mental or physical disability, military or veteran status, marital status, family responsibilities, caregiver status, sexual orientation, gender identity (including transgender status), gender expression, weight, height, linguistic characteristics (such as accent and limited English proficiency where not substantially job-related), citizenship status, status as a victim of domestic violence, sexual assault, or stalking, HIV/AIDS status, or any other basis prohibited by law. Centro Legal also prohibits discrimination based on a perception that an individual has any of the characteristics of the protected classes listed above, and further prohibits discrimination against an individual who is associated with a person who has, or is perceived to have, any of those characteristics.