

Position Announcement



**NATIONAL
CONFLICT
RESOLUTION
CENTER™**


Director of Fund Development

National Conflict Resolution Center

San Diego, California

Reports To	President
Organization Profile	<p>The National Conflict Resolution Center (NCRC) provides the resources, training and expertise to help people, organizations and communities manage and solve conflicts, with civility.</p> <p>Headquartered in San Diego, NCRC's work has reached across nine countries on four continents and into six Cabinet-level departments, touching thousands of people each year. By leveraging their national presence, NCRC partners with some of the nation's largest companies, nonprofit organizations and universities to address society's most intractable challenges by equipping individuals with strategic communication tools, so they can engage in constructive dialogue – even when the topics and situations are difficult.</p> <p>NCRC works to erase hatred, division, and intolerance – across all the divisions in our society. Through training, mediation, restorative community building circles that bring people together, national dialogue events and leading work to disrupt the school-to-prison pipeline, NCRC believes that by empowering people, cultures can be transformed.</p>




<p>Position Summary</p>	<p>The Director of Fund Development (Director) reports to the NCRC President and works closely with the Board of Directors and with the Board’s Fund Development Committee. The Director is responsible for the organization’s entire fundraising program including corporate sponsorships, individual donors, grant writing, and the Peacemaker Awards annual fundraising event.</p>
<p>Specific Responsibilities</p>	<ul style="list-style-type: none"> • Carry out the day-to-day fundraising operations, ensuring that the programs and services delivered are consistent with the mission, policies and goals established by the Board. • Identify and qualify prospective individual donors. • Continuously build and manage prospective donor pipeline. • Develop, oversee, maintain and evaluate the annual fund development strategy and goals. • Create and execute development strategies for individual donors. • Provide guidance and assistance to the President and the Board in the planning, development, delivery and evaluation of Fundraising programs and events. • Assist the chairs of the Fund Development Board Committee and other committees as assigned. • Assist the President and the Board in networking and development of new members, community liaisons and sponsorship opportunities. • Present a strong public presence and effectively 

	<p>represent NCRC before a wide range of constituents.</p> <ul style="list-style-type: none"> • Lead volunteer committees which assist in reaching the goals of the position. • Develop, oversee, maintain and evaluate communication systems (i.e. the NCRC database, monthly e-blast, invitations, web site) required to communicate with sponsors, donors and other NCRC supporters. • Provide the President with grant and funding opportunities in order to create proposal plans. • Develop, analyze and prepare financial reports of revenue and expenses for events, donations, grant and foundation awards, and NCRC programs receiving funds. • Supervise full-time and part-time employees and interns as necessary. • Participate in weekly staff meetings, Board meetings, annual Board and staff retreats. • Other tasks and duties as assigned.
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<p>Qualifications</p>	<p>Qualities and experiences that ideal candidates should display include:</p> <ul style="list-style-type: none"> • Five years in non-profit experience in a fundraising capacity. • Able to effectively implement moves management in the building and maintaining of a high performing portfolio. • History of achieving specific and measurable goals for contacts, portfolio management, proposals, dollars raised, and other performance metrics.

	<ul style="list-style-type: none"> • Self-starter who is results oriented. • Willingness to learn. • Demonstrated success in networking and developing philanthropic partnerships. • Team oriented; able and willing to work collaboratively with a team. • Exceptional interpersonal skills that create credibility and trust. • Demonstrated skill and success in working with Boards. • Experience working with CRM's and database management (Blackbaud Razors Edge NXT, etc.). • Demonstrated financial management and reporting experience. • Demonstrated problem solving and analytical skills. • Four-year degree required.
	
<p>Preferred</p>	<p>Preference will be given to candidates that also display one or more of the following:</p> <ul style="list-style-type: none"> • Certified Fundraising Executive (CFRE) or similar fundraising designation. • Master's degree.
<p>Memorandum</p>	<p>The salary and benefits are competitive and commensurate with experience and qualifications. Paschal•Murray supports the commitment of our client in encouraging applicants from diverse backgrounds and cultures. As a condition of employment, our client</p>

	<p>reserves the right to conduct background verification including academic, work, driving, credit, and criminal histories.</p> <p>This position announcement is not intended to be an exhaustive list of all responsibilities and requirements. It is presented as a fair reflection of the principal job elements.</p>
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Nominations and applications are welcome. Please send résumé and letter of application as separate documents attached to an e-mail message to:

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