



INVEST IN OUR PLANET

VP of Development

EARTHDAY.ORG

Washington, D.C.

Salary: \$150,000 - \$170,000

BACKGROUND

The Organization

EARTHDAY.ORG (EDO) is the world's largest recruiter to the environmental movement, working with more than 75,000 partners in over 192 countries to drive positive action for our planet. Since its inception in 1970, Earth Day has activated the environmental movement worldwide, culminating in actions from grassroots activism to global campaigns. The organization's mission is to diversify, educate, and activate the environmental movement worldwide. More than 1 billion people now participate in Earth Day activities each year, making it the largest civic observance in the world.

EARTHDAY.ORG strives to foster a healthy and sustainable environment, address climate change, and protect the Earth for future generations. With initiatives ranging from reforestation and green cities to climate literacy and sustainable development, EARTHDAY.ORG is committed to transforming public attitudes and behaviors towards a more sustainable future. This mission is pursued through a combination of education, public policy, and consumer campaigns designed to bring about environmental change on both a local and global scale.

The Position

Reporting to the President, the VP of Development will lead EDO's development efforts. This position will create and implement a comprehensive fundraising strategy to include individual donors, institutions (independent, family, and corporate foundations), as well as corporate sponsorships. The ideal candidate will bring their own relationship portfolio of high-potential prospects within their network, possess a strong foundation in non-profit fundraising operations, enjoy combining high-level strategy with hands-on proactive implementation, be willing to "roll up their sleeves" to achieve measurable goals, and be energized by the opportunity to serve as a public-facing representative of the organization. Building on EDO's existing pipeline, the VP will focus on cultivating new and expanding existing relationships with a diverse set of national and local foundations and corporations. The VP of Development will also lead and grow the Development team, which currently consists of 3 team members. The VP of Development will come up with a staffing plan and buildout the team in accordance with the organization's fundraising goals. This position closely collaborates with the President and Senior Leadership Team to implement organization-wide and program-specific development strategies.

ROLE OVERVIEW

Program Strategy and Leadership

- Demonstrate a strong entrepreneurial approach to fundraising, identifying and prioritizing the best opportunities and maximizing their potential.
- Lead, create, and implement all fundraising strategy to support and expand our key initiatives as required for measurable mission impact.
- Collaborate with our internal executive staff team to continually refine strategy, protocol, and procedures related to a full-scale development/fundraising program.
- Present fundraising updates to the Board of Directors, and partner with the Board fundraising committee on the fundraising strategy.
- Embed principles of diversity, equity, and inclusion within all the organization's fundraising strategies and activities consistent with EDO's vision, mission, and values.

Resource Development

- Proactively identify, research, and evaluate prospective donors to build upon the existing prospect pipeline.
- Cultivate new high-potential relationships and/or funding streams outside of the existing pipeline.
- Lead and manage a stewardship program that includes one-on-one meetings, cultivation events, regular communications, and other initiatives to engage and inform prospective donors.
- Steward the grant process, developing grant proposals in partnership with EDO team members.
- Develop and implement stewardship plan for all foundation funders, maintaining strong engagement and support of EDO mission and vision.
- Conduct briefing and solicitation meetings, independently and in partnership with executive staff.
- Manage all grant reporting, ensuring adequate recording of data and measurable outcomes, timeliness, and quality.

Team Leadership & Internal Collaboration

- Provide direct supervision to the members of the development team.
- Build and oversee expansion of the development team suitable to achieve manageable growth revenue over time.
- Work with global staff to develop and plan foundation proposals.
- Lead regular strategic meetings with EDO's program and international staff to ensure cohesive vision and execution across all fundraising efforts.
- Partner closely with finance and operations team members to ensure development plans are in alignment with organizational budgets and goals.

Fundraising Operations

- Provide direct supervision to the members of the development team.
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THE IDEAL CANDIDATE

The ideal candidate for the VP of Development position possesses the following competencies:

Strategic Visioning Ability to conceptualize and implement high-level fundraising strategies that align with the organizational mission.	Fund Development Proven track record of meeting and exceeding fundraising goals, raising money from institutional, individual, and corporate partnerships.	Relationship Building Able to forge new and deepen existing relationships in service of creating meaningful partnerships.
Leadership and Team Management Strong leadership qualities with experience in building and managing teams, fostering collaboration, and driving teams toward common goals.	Communication Proficiency Excellent oral and written communication skills, capable of effectively articulating complex ideas to potential donors and serving as a spokesperson for the organization.	Mission Alignment Deep and meaningful connection the mission, with knowledge of the environmental fundraising landscape.

Additional Qualifications

- Bachelor's Degree (BA, BS, etc.)
- Strong connections with funders in the environmental movement
- 8 – 10 years of experience working with foundations along with grant research and writing proposals in support of the environmental movement preferred
- A proven track record and comfort level in consistently securing grants of \$1mm and greater
- Success in securing new foundation support and cultivating ongoing relationships with foundation funders
- Passionate about the EARTHDAY.ORG mission
- Exceptional interpersonal skills and a commitment to representing EARTHDAY.ORG with enthusiasm, warmth, and professionalism
- Superior tact, discretion, maturity, and judgment in handling highly sensitive, often confidential information
- Strong computer skills including Microsoft Office software, especially PowerPoint, Word, and Excel
- Experience with CRM databases, especially NationBuilder, a plus
- The ability to thrive in a fast-paced environment and to multitask and manage multiple projects and assignments often with competing deadlines
- Able to work well on a team and individually
- Ability to meet deadlines
- Excellent critical thinking, problem solving, organizational skills, and attention to detail
- Excellent written and verbal communication skills
- Strong editing and proofreading skills
- Ability to work during the weekend or evenings
- Required to travel as necessary when approved by the EDO President to support the organization's mission

WHO WE ARE

Work Environment

At EARTHDAY.ORG, we foster a dynamic and supportive work environment that encourages innovation, creativity, and collaboration. Our team is made up of passionate individuals who are committed to making a difference in the world. We operate in a fast-paced, ever-evolving field that requires flexibility, adaptability, and a proactive approach. Our staff enjoy the flexibility of remote work and a culture that values their well-being and professional growth.

Our Commitment to Diversity, Equity, & Inclusion

EDO is deeply committed to diversity, equity, and inclusion both in our hiring practices and in our operational approach. We believe that a diverse team enriches our organization and enhances our impact, bringing a wide range of perspectives that contribute to innovative problem-solving and decision-making. We strive to create an inclusive environment where all staff, regardless of their race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status, feel valued and respected. We actively seek to recruit, develop, and retain the most talented people from a diverse candidate pool and are committed to promoting fairness and equity in all our employment practices.

COMPENSATION AND BENEFITS

Salary

\$150,000 - \$170,000

- Generous medical, dental, and vision for employees 70% covered by EDO
- 15 days paid vacation in Year 1 (increases over time)
- Life & long-term disability
- Annual holiday schedule, with 10 paid holidays annually and between Christmas and New Year's Day
- Up to 6% company 401k contribution based on your salary

TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us by the end of August.

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[Submit an application](#)