



# Vice President, Development

## Selfhelp Community Services

New York, NY

Salary: \$175,000

### The Organization

Selfhelp Community Services provides a broad set of services to elderly, frail, and vulnerable New Yorkers each year, and remains the largest provider of comprehensive services to Holocaust survivors in North America. Selfhelp was founded in 1936 by refugees from Nazi Germany to help new refugees live independently, with dignity, as they rebuilt their lives; helping them to help themselves. Today, Selfhelp is dedicated to maintaining the independence and dignity of seniors and at-risk populations through a spectrum of housing, home health care, and social services, with 28 locations and 52 programs, serving 25,000 older adults, one person at a time.

Among its programs, Selfhelp:

- Operates the oldest and largest program serving Holocaust survivors in North America, providing comprehensive services to 5,000 elderly and frail individuals
- Owns and operates nineteen affordable apartment buildings, serving Queens, the Bronx, Brooklyn, Staten Island and Long Island and housing over 2,000 low and moderate-income residents, including the formerly homeless.
- Manages five city-funded Older Adult Centers in Queens
- Trains and employs 1,500 home health care workers who provide approximately 2 million hours of service each year
- Offers comprehensive services for older adults living in four Naturally Occurring Retirement Communities (NORCs) in Queens
- Serves as legal guardian for hundreds of individuals in need through three Court-Appointed Guardianship Programs
- Operates NY Connects program in Queens, New York State's point of entry for information and referral into long-term services and supports for older adults and people with disabilities

Selfhelp Community Services Foundation provides philanthropic support for the programs and services provided by Selfhelp Community Services.

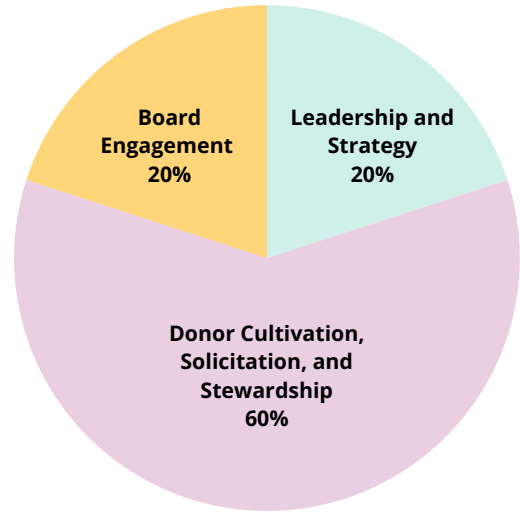
### The Position

This is an exciting opportunity for a seasoned and results-oriented fundraising leader with strong relationship skills and an ability to identify and seize opportunities for donor engagement. The Vice President, Development will be a key member of the fundraising team at Selfhelp Community Services Foundation. They will play a crucial role in advancing Selfhelp's fundraising strategy, ensuring the organization's long-term financial stability and ongoing success. The Vice President, Development will have a proven track record in securing major gifts through a systematic moves management process. They will possess outstanding strategic thinking, interpersonal skills, and the ability to develop and execute a comprehensive fundraising plan.

Reporting to the Foundation's Executive Director, the Vice President, Development will develop tactics for engagement, cultivation, and solicitation across various stakeholder groups, leading the Foundation in achieving its fundraising goals. They will support the Executive Director, Selfhelp's CEO, and Board Members in all aspects of their fundraising efforts. The Vice President, Development will spearhead the execution of the Campaign for Selfhelp: Forward Together, a special fundraising campaign to support Selfhelp's key areas of growth and propel the organization forward into its next phase of impact.

## Leadership and Strategy

- Together with the Foundation’s Executive Director, develop and implement a strategic fundraising plan in alignment with Selfhelp’s organizational goals and mission
- Act as a key leader on the development team, providing guidance, support, and professional development opportunities
- Oversee the execution of The Campaign for Selfhelp: Forward Together, as well as other major fundraising initiatives
- Oversee and optimize the development team’s use of its donor database and other fundraising systems to support strategic donor engagement, communication, and tracking
- Ensure that development processes, infrastructure, and systems are efficient and effective



## Donor Cultivation, Solicitation, and Stewardship

- Develop and foster strong, trusting relationships with current and prospective donors, board members, and other key stakeholders
- Identify, cultivate, and solicit new donors, and steward existing donors, providing a personalized and exceptional experience that connects supporters to the mission of Selfhelp
- Engage and cultivate Selfhelp’s three Boards including Selfhelp Community Services Board of Directors, Selfhelp Community Services Foundation Board, and the Selfhelp Realty Group Board, and work closely with the Chinese Advisory Council to support board members with their fundraising efforts
- Manage a portfolio of major gift prospects and supervise portfolio management across the team

## Board Engagement

- Work closely with board members to enhance their involvement in fundraising activities
- Provide support and training to board members to maximize their fundraising potential
- Help recruit and engage new board members who are passionate about supporting Selfhelp’s mission and work and working to ensure its long-term sustainability and success

| Key Facts    |                         |                       |
|--------------|-------------------------|-----------------------|
| Year Founded | Annual Fundraising Goal | Development Team Size |
| 1936         | \$8 Million             | 7 staff total         |

## THE IDEAL CANDIDATE

The ideal candidate for the Vice President, Development position possesses the following competencies:

|  |  |  |
|--|--|--|
| <b>Action Oriented</b>   | <b>Balances Stakeholders</b>   | <b>Ensures Accountability</b>  |
| Taking on new opportunities and tough challenges with a sense of urgency, high energy, and enthusiasm. | Anticipating and balancing the needs of multiple stakeholders in a diplomatic fashion. | Holding self and others accountable to meet commitments.                 |
| <b>Drives Results</b>  | <b>Stakeholder Focus</b>   | <b>Persuades</b>   |
| Consistently achieving results, even under tough circumstances.  | Building strong stakeholder relationships and delivering targeted solutions.           | Using compelling arguments to gain the support and commitment of others. |

### Additional Qualifications

- Proven track record maintaining and managing a portfolio of donors with a demonstrated track record of success in closing gifts at the five-figure level and above
- Firm grasp of innovative and sophisticated fundraising tactics, including moves management, cultivation and stewardship, event execution, and donor communications
- Strong leadership skills with the ability to inspire and guide a team
- Excellent interpersonal skills and the ability to build and sustain trusting relationships with diverse constituencies
- Demonstrated ability to partner closely with a CEO, lay leadership, and staff at all levels
- Experience optimizing donor databases and other fundraising software
- Superior written and verbal communication skills, with comfort and experience in public speaking
- Outstanding organizational skills, with the ability to manage multiple priorities simultaneously and complete projects on a timely basis
- Self-motivated and results-oriented, with the proven ability to set priorities and manage multiple projects at once
- A strong collaborator and team player, willing to roll up their sleeves and pitch in where needed
- Experience building relationships and collaborating with diverse stakeholders across a large, complex organization is essential
- Experience working with and engaging boards
- An authentic passion for Selfhelp's mission and a deep understanding of the unique needs and challenges of the populations served

## WHO WE ARE

### Work Environment

This is a hybrid role, with expectations for this person to be in Selfhelp's offices in midtown Manhattan three to four days per week.

### Our Commitment to Diversity, Equity, & Inclusion

Selfhelp's goal is to build and sustain a cohesive, inclusive staff, in which individuals of all identities and backgrounds feel respected and valued; believe their full participation is not only welcome, but essential; and are motivated to implement DEI best practices in their work with clients and in their interactions with one another. We believe that promoting a culture of diversity, equity, and inclusion among our staff is key to providing effective programs to our constituents, who themselves represent a variety of backgrounds and life experiences.

## COMPENSATION AND BENEFITS

### Salary

\$175,000

- Comprehensive medical, dental and vision coverage
- Access to a Flexible Spending Plan and Commuter Benefits Plan
- Life and AD&D insurance
- 403(b) Benefit Plan
- Access to the non-contributory Pension Plan sponsored by the United Jewish Appeal (UJA)-Federation of Jewish Philanthropies (FOJP)
- Generous time off and leave benefits
  - 20 vacation days, increasing to 25 after one year
  - 12 sick days
  - 5 personal days
  - 10 holidays

## 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 the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us by August.

**Jess Black**  
Senior Talent Consultant  
jblack@drgtalent.com

**Tani Weissman**  
Principal  
tweissman@drgtalent.com

**Dave Yi**  
Associate Talent Consultant  
dyi@drgtalent.com

[Submit an application](#)