



Advancing Community-Driven Social Change

Director, Philanthropy
Full-time, Regular Position

Summary

[Social Good Solutions \(SGS\)](#) is a Black woman-owned and operated boutique consulting firm that works with philanthropic institutions, nonprofit organizations, public agencies, and institutions of higher education to design, operationalize and manage racial justice initiatives from concept to implementation.

Our core values are grounded in dignity and justice for all, community-centered solutions, and excellence at every turn. Using a participatory framework and co-design approach, we support our clients in their journey to operationalize racial equity and social justice in organizational culture and in programs, services and strategies.

Our work is organized across four main portfolios: Initiative Management, Organizational Culture Transformation, Strategic Advising and Special Projects.

The *Director of Philanthropy* position advances the work of the [Black Equity Collective](#), an effort founded and hosted by Social Good Solutions and is part of the firm's Initiative Management team representing our efforts to raise philanthropic resources to support the long-term sustainability of Black-led organizations. This position requires a background in nonprofit fundraising and/or philanthropy, excellent writing skills, public presence and the ability to build and maintain strong professional and interpersonal relationships.

This position is well-suited for a dynamic self-starter who can both think big on strategy and get into the weeds on execution. It requires professional acumen, a high degree of self-accountability and the emotional intelligence needed to work as a collaborative team player, build community, manage deadlines and processes, and work in a close-knit, telework environment. He, she, or they is/are is a strong communicator who is also passionate about racial justice.

Specific Responsibilities: While projects may change over time, the Director's primary project is the [Black Equity Collective \(BEC or The Collective\)](#) with a dotted line informing other initiatives in the portfolio.

Position Overview

The Director of Philanthropy is a collaborative partner to the Collective's programs team, working to secure the financial resources necessary to carry out the Collective's bold and audacious mission. He/she/they serves as the principal fundraiser for the Collective and is responsible for executing its three-year development plan; leading the design and development of a companion Endowment campaign to facilitate the Collective's own long-term sustainability goals; and designing funder/donor specific programming that reinforce the Collective's values of participatory and equity-centered grantmaking.

As part of the development plan, the Director of Philanthropy will work to secure both annual and multi-year commitments to build upon and grow the Collective's existing multi-million-dollar operating budget. This position will work closely with the Collective's fiscal sponsor and fiscal/operations manager to submit grant proposals and reports. He/she/they serves as the primary grant-writer and should be comfortable using existing materials to frame the Collective's core strategic work. The ideal candidate will have an existing network of philanthropic

relationships to complement the Collective's current philanthropic partners. The Director will also work with the firm's Marketing and Branding consultant to co-create an annual communications plan to amplify and reinforce the Collective's reputation and brand position.

This position reports internally to the Executive Leadership Team with a dotted line to the Collaborative Leadership Team (in development).

Fundraising and Donor Programming

- Work closely with the SGS team in general and the Initiative Management team specifically to understand the overall scope of work, key deliverables, and philanthropic support needed to effectively deliver on the Collective's core mission
- Work closely with programs team to understand and communicate the Collective's core work
- Engage in deep individual and institutional relationship-building to reinforce the Collective's value proposition with funders
- Execute the three-year fundraising plan, approved in December 2022.
- Design an Endowment campaign effort to support the Collective's long-term sustainability; help identify and work with the appropriate consultants to execute the campaign within its specified timeline.
- Write and submit funding proposals and reports, with support from the Collective's fiscal sponsor (as appropriate)
- Coordinate reporting and financial recording with the Fiscal/Operations Manager for executive committee meetings/reports
- Ensure timely acknowledgement of donor gifts and compliance with grant reporting requirements
- Ensure donor records are updated in DonorPerfect and other data management systems in a timely manner
- Serve as the primary liaison to the Collective's fiscal sponsor on fundraising efforts
- Design and implement donor engagement programs from concept to implementation
- Track funder agreement commitments and cultivate engagement so more donors sign on
- Regularly evaluate the Collective's philanthropic engagement strategy and development plan and make strategy recommendations to the executive team and executive committee (board of directors) based on experience and a deep understanding of the organization's strategic goals

Communications

- Work with the Marketing & Branding consultant to co-design and execute an annual communications plan
- Contribute ideas and input to frame the Collective's work within the broader ecosystem of Black-led movement building
- Work with the consultant to create promotional/sponsorship materials for events and campaigns

Overall

- Nurture and strengthen collaborative, supportive relationships with team members, partner organizations, community leaders and funders
- Contribute thought partnership that advances greater team cohesion at both the project and organizational levels
- Prepare high-quality, well-written materials, summaries, and reports
- Represent SGS with integrity, excellence, and community care by upholding the firm's internal team agreements

Qualifications

SGS works with a high degree of professionalism and community care. **As such, team members are expected to represent SGS with integrity and excellence.** The ability to plan ahead, anticipate needs, document decisions, build trust and camaraderie with peers and elders, and perform responsibilities with limited oversight are all essential skills. We operate as a sacred community worthy of our own and each other's dignity and respect.

The ideal candidate will possess the following professional and personal abilities, attributes, and experiences:

- 10-12 yrs. w/a master's degree or 12-15 yrs. w/B.A. plus relevant nonprofit or philanthropic experience
- Previous experience equivalent to Development Director, Program Officer, or Senior Grant Writer
- Experience identifying and cultivating new partnership opportunities, including generating and securing six-and-seven-figure gifts
- History of working collaboratively across departments and teams to achieve strategic goals
- Track record of assessing needs and/or gaps and designing strategic solutions
- Experience writing and submitting grant proposals/reports; developing and executing a fundraising plan
- A network of existing relationships in corporate giving, private philanthropy and/or major individual gifts
- Knowledge of philanthropic trends and curiosity to discover and/or set new trends
- A track record of integrating fundraising and communications both strategically and operationally
- Ability to integrate fundraising platforms into the Collective's existing development efforts
- Open to experimentation, learning, and refinements; ability to push through ambiguity to deliver results
- Strong project management skills including great attention to detail, organizational skills, and the ability to track and meet deadlines
- Exceptional written and verbal communication skills
- Ability to work independently, be self-directed and self-manage in a virtual environment,
- Technical command of Google and Microsoft Suites, Zoom, online meeting/project management tools; comfortability with exploring and incorporating new technologies; experience with DonorPerfect is a plus
- Cultural competence as evidenced by a background living and/or working in communities served by BEC
- Forward-thinking, innovative and think creatively about how to leverage the resources at your disposal
- An exceptionally high work ethic with a sense of pride in one's work and a commitment to building trust
- A high degree of professionalism combined with an ability to hold deep relationships and build rapport with internal team members and external partners
- Commitment to advancing racial equity and social justice
- Some travel required. The ability to meet with donors and participate in events is essential

This is a full-time, exempt position with a starting salary range of \$120,000 to \$130,000 annually plus benefits. This position is remote with frequent travel across Los Angeles County and the Inland Empire.

SGS offers an employee-driven benefits package to facilitate flexibility and individual choice. Benefits include:

- Group health insurance, dental, vision and life insurance for the employee; plus, an additional \$2,000 annually for access to counseling/mental health supports
- \$50 monthly stipend for cell phone and internet reimbursement
- Up to \$1,250 annually toward individually designed and selected professional development
- 10 PTO days to be used at the employee's discretion
- Safe Harbor profit-sharing 401K plan with eligibility after 1,000 hours worked
- Paid civic duty (voting and/or jury service up to 10 days)
- 13 paid holidays plus a paid winter holiday break and two-weeks of structured *Quiet Time* in August
- Bereavement and Paid Family Leave

Expected start date: July 1, 2023. Interested applicants should submit their LinkedIn Profile, a writing sample (3-5 pages) and either a written cover letter or short video (less than three minutes) answering the following question using [this form](#).

Cover letter/video question: *This position is well-suited for me because...*

SGS is an Equal Opportunity company with a strong commitment to equity and diversity. We welcome applications from all, and strongly encourage individuals underrepresented in the workforce to apply.