



*Advancing Community-Driven Social Change*

**Director, Philanthropy**  
**Full-time, Regular Position**

**Summary**

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

The Director of Philanthropy role is part of SGS's Initiative Management team and represents our efforts to raise philanthropic resources to support the long-term sustainability of Black-led organizations. This position provides senior leadership to the Initiative Management portfolio and requires a background in nonprofit fundraising and/or philanthropy, excellent writing skills 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 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 adaptable and passionate about racial justice.

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

Position Overview

The Director of Philanthropy will work as a collaborative partner to the Collective's programs team. He/she/they serves as the principal fundraising officer for the Black Equity Collective and is responsible for designing, planning and implementing a comprehensive fundraising program that secures the financial resources necessary to carry out the Collective's bold and audacious mission. Responsibilities include developing a long-term strategic fundraising plan and securing 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 SGS'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 SGS Founder and Chief Architect, who is also the founder of the Collective.

## Fundraising

- 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
- Design and execute a fundraising and donor stewardship plan consistent with the Collective's values around equity and mutuality
- Engage in deep individual and institutional relationship-building to reinforce the Collective's value proposition with funders
- Secure annual and multi-year commitments from private and corporate foundations and major donors to meet the Collective's annual operating budget
- 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
- Review existing fundraising systems and provide recommendations to modernize donor engagement
- Serve as the primary liaison to the Collective's fiscal sponsor on fundraising efforts
- Work closely with programs team to understand and communicate the Collective's core work
- Regularly evaluate the Collective's philanthropic engagement strategy and operating plan and make strategy recommendations to the founder and executive committee 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 a communications plan for the Collective
- Contribute ideas and input on funder cultivation events and support their successful execution
- Work with the consultant to create promotional materials for events and campaigns

## Overall Leadership

- 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 materials, summaries, and reports
- Represent SGS with integrity, excellence, and community care

## **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 sisterhood 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:

- Bachelor's degree with 8-10 years of relevant fundraising/grantmaking experience, preferably in a small-to-midsize community-based nonprofit or philanthropic institution. Master's degree preferred
- Previous experience equivalent to Development Director, Program Officer, or Senior Grant Writer
- Proven track record of raising six-to-seven-figure multiyear commitments
- Experience writing and submitting grant proposals and reports

- Experience developing and executing a fundraising plan
- A network of existing philanthropic relationships in corporate giving, private philanthropy and/or major 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
- Knowledge of advanced gift planning strategies is a plus
- Ability to integrate fundraising platforms into the Collective’s existing development efforts
- Open to experimentation, learning, and adjustments along the way; 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
- Superb written and verbal communication skills
- Ability to work independently and think creatively about how to leverage the resources at your disposal
- Proficient in MS office
- Technical command of Google Suite, Microsoft Suite, Zoom, online meeting and project management tools; comfortability with exploring and incorporating new technologies
- Cultural competence as evidenced by a background living and/or working in communities served by BEC
- Poise, persistence, and presence
- Forward-thinking and innovative
- An exceptionally high work ethic with a sense of pride in one’s work
- A high degree of professionalism combined with an ability to hold deep relationships and build rapport
- Commitment to advancing racial equity and social justice
- Some travel required, post-COVID. The ability to meet with donors and participate in events is essential
- Experience working in a community-based organization is strongly preferred
- Successful candidates need not live in Los Angeles but must have experience with the Southern California landscape of nonprofit and philanthropic sectors

This is a full-time, exempt position with a starting salary of \$115,000 annually plus benefits. SGS offers an employee-driven benefits package to facilitate flexibility and individual choice. Benefits include:

- \$50 monthly stipend for cell phone and internet reimbursement
- \$150—\$350 monthly contribution toward purchase of individual health plan and up to \$2,000 annually for access to therapy/mental health supports
- Up to \$1,250 annually toward individual, self-directed personal or professional development
- 10 PTO days to be used at employee’s discretion
- Profit-sharing 401K plan with eligibility after one-year and full vesting after three years
- Paid civic duty (voting and/or jury service up to 10 days)
- 13 paid holidays plus a paid winter holiday break
- Bereavement and Paid Family Leave

Expected start date: February/March 2022. Interested applicants should submit a resume and cover letter answering the following question to [info@socialgoodsolutions.com](mailto:info@socialgoodsolutions.com).

Cover letter 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.*