



CareerWork\$ Seattle, Washington

Position Profile:

Development Director
Virtual location considered

Overview

CareerWork\$, a 501c(3) organization founded by the Sheri & Les Biller Family Foundation, seeks a strategic development leader who is passionate about economic mobility and has an authentic understanding of the power and rewards of jobs and career advancement for people facing barriers to employment. CareerWork\$ recognizes the tremendous potential that exists when business and social impact sectors align to address a shared need, with partnership-building capabilities and institutional development experience to connect the dots – people, organizations and programs – in breakthrough programs.

About the Organization

CareerWork\$ connects young adults from low-income communities to employers in banking and healthcare industries to create access to lasting careers that help participants, communities, and employers succeed. Two free, eight-week training programs, BankWork\$® and CareerWork\$ Medical®, are offered along with placement assistance and ongoing coaching in 13 U.S. cities. A third program, CareerWork\$ Ready, is under development and scheduled for rollout in the next year. Programs are targeted for communities where underemployment is prevalent, opportunities are lacking, and employers need support to identify talented, diverse hires. CareerWork\$ has helped launch over 3,800 meaningful careers, of whom 83% are people of color. The organization has plans to build on this success to grow significantly over the next four years by adding more programs in many more US cities. Additional information about the organization can be found [here](#).

Bankwork\$
Graduation,
Philadelphia



Position Responsibilities

Reporting to the President, the development director will hold a new position in the organization, and have the opportunity to build the development function by leveraging the \$5.5M raised in the first five years of operation from external funders to raise the next \$10M by the end of 2024. In spearheading development efforts, the development director will foster and maintain close working relationships with the Founder and President, and focus on national funding priorities and relationships between affiliates and local funders. As these growth goals are achieved, there will be an opportunity to build out an expanded development department.

Key priorities in the first 18 months include:

- Understand and share the CareerWork\$ story and the future trajectory as an organization dedicated to connecting young adults from low-income communities to employers in banking and healthcare.
- Play the primary leadership role in researching, networking, identifying, building relationships, and, in collaboration with the President as necessary, securing the next tranche of \$3M of funding to sustain and expand CareerWork\$ programming.
- Collaborate with the President and external partners to refine and evolve the organization's overall strategies and messaging that will drive support for CareerWork\$ fundraising.
- Build bridges between national employer funders and our local affiliates' development teams for mutual benefit.
- Develop institutional donor strategies, along with materials and systems, to renew, upgrade and steward donor gifts.

Essential Qualifications

Ideal candidates for this position will be passionate about CareerWork\$ mission and programs, with development expertise in the corporate and foundation space, where a track record of securing funds to advance social impact goals has been previously established. A deep understanding of corporate social responsibility (CSR) and understanding of organizational strategies and barriers to meeting CSR goals is necessary. Equally important, is experience with family foundations – both newly formed and long-established – to exemplify appreciation of the nuances of working with high-net-worth individuals. The development director must care deeply about building enduring partnerships where everyone benefits and shares in the satisfaction of making a positive impact on people’s lives and the community. It is imperative that the development director recognize economic mobility as a fundamental need in our nation and can share inspiring stories about its importance, whether it be in 1:1 meetings or in group presentations.

In addition, ideal candidates will have:

- 10 years of experience securing funds from corporations, foundations and institutional partners.
- Knowledge of philanthropic strategies in the workforce development and job training fields.
- A collaborative and relationship-oriented leadership style with the ability to mobilize and empower team members and affiliates, including willingness to lend time to team members and affiliates as a mentor, cheerleader, coach and colleague.
- Outstanding communication skills, both verbal and written, and the ability to navigate diverse communication styles and engage diverse audiences.
- Experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds.
- Adept at moving from macro-level strategic thinking to micro-level tactical execution. An enterprising and resourceful approach to the job, recognizing that with a small team, CareerWork\$ needs to prioritize the opportunities with the highest potential return on investment to continue its expansion into new markets.
- A track record of working “out in the community” rather than in the office, networking with past, present and future partners and funders to fulfill all development goals.
- Experience working with a family foundation and/or high net worth individuals.
- Spirit of openness, optimism, and genuine curiosity.
- Healthy sense of humor and an appreciation of fun.
- Excellent computer skills.
- Bachelor's degree preferred.

Job Requirements

- Valid driver's license.
- Ability to travel as needed, including periodic travel to Seattle for team meetings.
- Must reside in a US city where CareerWork\$ has a program or expansion plans.
- Must be able to pass criminal background check.

Compensation

\$145,000 - \$165,000 DOE. Benefits include 5 weeks of paid time off annually, SIMPLE IRA plan, which allows for employee contributions that are matched by up to 3% of one's annual compensation. Employer covers 75% of monthly healthcare premium, up to \$635/month for individual coverage or \$905/month for family coverage. Includes dental and vision coverage. Also \$75/month cell phone reimbursement and \$500/yr in charitable donations that you can direct to a designated 501(c)(3).

Application Process

CareerWork\$ has retained Jan Glick & Associates, LLC to facilitate this search on their behalf. To apply, interested candidates should e-mail their cover letter and resume to: devdirsearchcw@janglick.com

E-mail applications with a cover letter are required. The position is open until filled.

CareerWork\$ is an Equal Employment Opportunity (EEO) employer and values diversity and its role in building a more inclusive culture and, ultimately, a more capable organization. CareerWork\$ embraces diversity and equal opportunity in a serious way. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be.

