

## INSTITUTE FOR NONVIOLENCE CHICAGO

EXEMPT

**TITLE: VICE PRESIDENT OF RESOURCE DEVELOPMENT**

**REPORTS TO: EXECUTIVE DIRECTOR**

The Institute for Nonviolence Chicago is a dynamic organization dedicated to eliminating violence and building peaceful, safe, and just communities in Chicago. Our work is undergirded by the philosophy and practice of Rev. Dr. Martin Luther King, Jr.'s steps and principles of Nonviolence. The first principle is "Nonviolence is for courageous people," and we are looking for courageous people to join our team.

The Institute for Nonviolence Chicago is a leader in violence reduction in Chicago. Since 2016 we have pioneered effective outreach utilizing credible messengers to build trusting relationships with those most likely to be impacted by violence; brought a framework for trauma-informed victim services to Chicago that did not exist before; and are founding members of the new architecture of violence-reduction that our city has adopted for the first time in city history.

This is an incredibly unique opportunity for a talented fundraiser to take resources to the next level for the most critical issue in our city. We are looking for innovative thinkers and a dedicated team to elevate Nonviolence Chicago as we continue our work of saving lives and strengthening our communities.

### **ORGANIZATION OVERVIEW:**

In its history, Nonviolence Chicago has reached thousands of Chicagoans affected and traumatized by violence and has been the architect and pacesetter for the nonviolence movement in Chicago today. For the last five years, Nonviolence Chicago has taken up the peaceful charge against violence in Chicago. With a hands-on, mind-on approach to ending violence, we work in and part of each community we serve. Our work is propelled by the principles of Dr. King which daily underscore all our actions. The catalytic effect Nonviolence Chicago has had in its short lifetime is widely recognized, including bringing attention to the need for coalitions and a citywide response and financing to meaningful violence reduction. INVC is a mission driven organization, committed to the growth and success of our team. We believe in investing in and supporting the needs of our staff and creating a healthy and happy workplace culture.

### **SUMMARY:**

The VP of Resource Development is responsible for raising resources for Nonviolence Chicago to ensure their investment generates maximum progress to advance the mission of the organization. Nonviolence Chicago is committed to mission, inclusion, innovation, community, hope and healing. The VP of Resource Development will lead the team responsible for development of strategies, solicitations and stewardship from individuals, grant sources, corporate fundraising and major gift giving. This role requires advanced leadership and an experienced fundraiser with a considerable track record leading, generating and growing relationships for the organization through partnerships on a sustainable basis. This senior leader reports to the Executive Director, is a member of the executive team and leads a team of fundraising professionals. This leader will also build systems for donor/constituent engagement, ensuring long-term growth, enthusiasm, and sustainability.

### **SKILLS:**

- Lead the creation and implementation of the fundraising strategy for the organization in tandem with the Executive Director and Board of Directors
- Demonstrable skills in selecting, coaching, motivating, and training both staff and volunteers.
- Excellent relationship cultivation skills and the ability to engage and influence employees, board members, key volunteers, donors, and other stakeholders.
- Impeccable organizational/project management skills
- Excellent written and communication skills

- Ability to cultivate, engage and maintain professional relationships with donors and volunteers, as exemplified by excellent follow-through skills and the ability to speak with finesse and confidentiality regarding personal philanthropic decisions
- Management skills that encourage collaboration, drive the team toward clearly defined goals, and celebrate the joy of our collective achievements
- Possess a collaborative and entrepreneurial spirit, as well as the ability to multi-task, prioritize, and manage concurrent projects and day to day tasks effectively, in a fast-paced environment.
- Self-starter that is skilled in managing up, down, and sideways in the reporting structure.
- Encourage teamwork and collaboration and can lead and manage the constructive resolution of conflict
- Ability to create a diverse and inclusive environment that fosters true participation and engagement
- Ability to relate with a diverse group of individual or organizations.
- A comprehension and appreciation of metrics and performance indicators used to measure progress in Resource Development.
- Proficient in the latest Microsoft Office Environment (Word, Excel, PowerPoint, Outlook).
- Understanding of and commitment to the mission, vision, and goals of the Institute for Nonviolence Chicago.

#### **QUALIFICATIONS:**

- A formal advanced degree is not required if a candidate has 7-10 years equivalent experience in business, marketing, or related field.
- Eight plus years of leadership experience as a senior member of an executive team in fund raising, sales, or relationship management, with evidence of progressive growth
- Demonstrated ability to lead strategic development efforts for an organization that generates \$8 million or more in fundraising revenue annually. Must show progressive thinking, with understanding of philanthropic trends and best practices in donor-centered fundraising.
- Proven track record of successful fundraising, managing the delivery of impact outcomes, fundraising, managing strategic partnerships and leadership
- Proven track record developing donor relationships and donor propositions in each of the following areas: individual fundraising, grant sources, corporate fundraising and major gift giving
- Proven track record for crafting, implementing, managing, monitoring, and constantly reviewing fundraising strategy for the organization
- Experience crafting and managing growth, diverse resource streams through a multitude of partners and communicated the case for support compellingly
- Experience in developing, managing, and monitoring donor data systems to steward donor relationships for growth
- Deep experience cultivating sustained partnerships and engaging donors to grow participation through a variety of mechanisms, including volunteerism and advocacy

#### **PERSONAL ATTRIBUTES:**

- Accepts guidance and responds well to feedback
- Displays maturity, good judgment, enthusiasm, and personal motivation
- Collaborative, entrepreneurial spirit, ability to multi-task and prioritize concurrent projects and day-to-day tasks within a high production and innovative environment.
- Strong interpersonal skills including the ability to anticipate workload and effectively cultivate and leverage relationships with colleagues to meet deadlines.

#### **Salary/Benefits:**

Competitive/commensurate with experience and other qualifications. Competitive benefits package available, including Health, Life, and 401K.

Employment with INVC requires proof of vaccination or an approved Medical exemption.

To apply, please send a cover letter along with your resume to [hiring@nonviolencechicago.org](mailto: hiring@nonviolencechicago.org).

**Institute for Nonviolence Chicago -- EEO Statement**

Institute for Nonviolence Chicago provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Institute for Nonviolence Chicago complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

**Our Commitment to Diversity, Equity, and Inclusion**

We value a truly diverse workforce and a culture of inclusivity and belonging. Our goal is to attract qualified candidates and encourage applications from all individuals without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status, gender identity, or any other characteristic protected by applicable law. We are committed to creating a dynamic work environment that values diversity and inclusion, respect and integrity, participant focus, and innovation.