



Development Director | Job Description

Honor the Earth

We are an Indigenous led organization fighting to dismantle settler-colonialism, racial capitalism, white supremacy, and imperialism by investing in our communities to resist exploitation, withstand crises, and prepare our future generations to lead us towards a sovereign future.

We envision a future rooted in Indigenous sovereignty and lifeways, where all Peoples live in right relationship with Mother Earth and each other. We are committed to creating a world that is just and equitable for generations to come.

Development Director

The Development Director will lead Honor the Earth in development efforts and manage a team of development staff, and raise funds to support all of the organization's work. We are seeking a strategic leader with experience in the development world who is passionate about furthering Honor the Earth's mission and vision. The Development Director will prioritize building and maintaining a financially sound future for the organization.

Position Details

This role is a **Full Time Position** averaging 40 hours of work per week between 9 and 5 MT. This is a salaried position.

Reports to: Deputy Director

Salary range: \$80,000 - \$90,000 DOE

Location: Remote

Benefits:

- Health, vision, and dental insurance
- 401K savings plan



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- Vacation and Sick Leave
- Supplemental time off to support staff in cultural practices, major life events, etc.
- Wellness Benefit
- Home Office Benefit (partial coverage of phone and internet)
- A people-centered organization

Responsibilities

- Collaborate with leadership to create and implement short term and long term strategic fundraising plans for Honor the Earth
- Lead the operations of our development team and supervise other development team members including staff, contractors, and third party firms
- Consistently assess Honor the Earth's income streams to identify and present strategic opportunities to expand grant, donor, or other funding sources
- Ensure compliance, necessary reporting and acknowledgements for grants and other income sources
- Maintain relationships with existing and prospective funders
- Collaborate with Donor Relations Manager to cultivate new donors and build the organizations donor portfolio
- Work with Honor the Earth teams to identify funding needs and opportunities across all projects and build out plans to secure needed funding
- Facilitate and attend development team meetings
- Collaborate with the finance team to prepare financial reports and budgets as needed
- Collaborate with the communications team to craft public and targeted communications that support fundraising objectives
- Stay up to date on Honor the Earth's work and participate in ongoing political education to best support our campaigns and teams
- Plan and execute special events related to fundraising for the organization
- Help oversee our grant reporting and tracking system
- Facilitate trainings in grant writing and development literacy for relevant staff across the organization
- Attend all required staff meetings and events, including occasional in-person staff retreats
- Openness to learning about other facets of the organization's work and being cross trained to support other projects as appropriate
- Other duties as assigned



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Qualifications

- 5+ years of development experience, preferably in a leadership role, working for an organization with a budget of more than \$1 million
- Strategic insights in the world of philanthropy and an ability to give strong advice for strategic development planning
- Managerial skills to lead a development team in a collaborative and clear way
- Independent motivation for short and long term projects
- Excellent written and verbal communication skills
- Ability to build authentic and trusting relationships with Honor's donors and stakeholders
- Ability to treat all donor information with high degree of confidentiality
- An understanding of, and a passion for, Honor the Earth's mission and vision
- Interest in ongoing political education to deepen your understanding of Honor the Earth's campaign work and priorities

To Apply

Submit a resume, cover letter, and 2 references to our HR Department at HR@honorearth.org
Please write the position title and your first and last name in the subject line.