

**Development Manager**

Full-time salaried position

100% employer funded health & dental benefits

Location

San Francisco, CA

Reports to

Executive Director

Compensation

Salaried, \$75,000 - \$85,000 based on years of experience

Application Deadline

March 15, 2021

Organization Description

Farming Hope is a 501(c)(3) nonprofit farm-to-table culinary job training program that fosters community leaders in the food system. We offer transitional employment and on-the-job training in gardening and cooking through our social enterprise restaurant at Manny's in San Francisco's Mission District; our community food hub named Refettorio San Francisco in the Civic Center; and our urban training garden in the Western Addition neighborhood. Our Apprentices overcome major barriers to employment, primarily experiencing homelessness or being formerly incarcerated. We are a highly collaborative, community-based organization, notably working with [Food For Soul](#) and their international network for Refettorio SF.

Working at Farming Hope feels like being part of a team dedicated to fighting our region's devastating crises of homelessness, hunger, and lack of community. Growing and serving food allows our Apprentices to give back to their city. We're all hungry to give back and belong. Learn more about our Apprentices and organization at farminghope.org.

Job Description

The Development Manager will be part of tangible progress toward building a model for empowerment through food. The right candidate will learn from our Apprentices while teaching and leading staff to create change that inspires and informs our growing ecosystem of partners.

The primary job duties of the Development Manager are leading the day-to-day planning, management, execution and ongoing relationships of the nonprofit's expanding fundraising program. This is the first full-time development role for this organization -- much of the Development Manager's work will be setting up clear, understandable fundraising operations and processes and working closely with the Executive Director and Board. As a small nonprofit with diversified funding sources, the Development Manager will need to bring experience in three fundraising areas: individual giving, institutional giving (i.e. foundation and public grants), and corporate engagement. Our top area for growth in 2021 is individual donor cultivation -- experience and contacts locally with donor networks is a strong plus. Serious experience with multimillion dollar annual fundraising is required to be considered for the role.

Approximately half of the organizational income is from social enterprise earned income, and half from donated income. Our annual fundraising budget is \$800,000, and we are launching a capital campaign with Food For Soul with the goal of raising \$1.5 million by 2022. For the right candidate who helps advance the organization, this position is expected to evolve into a director-level position.

Scope of Work

Donor Development

- Initiate individual donor meetings and maintain ongoing donor relationships

Grant Research, Writing, and Stewardship

- Research, write, and edit both public and private grants
- Maintain grant calendar
- Work with relevant staff to compile impact data and submit grant reports

Capital Campaign

- Co-lead \$1.5 million comprehensive capital campaign goal in partnership with Executive Director, Board, and partners at Food For Soul, fall 2021 through spring 2022

Development Strategy and Operations

- Lead annual fundraising event
- Enter data for donations, including receipts and thank you communications
- Manage ongoing fundraising projects with Board members and volunteers
- Serve as a press contact

Candidate Qualifications

- *Self-starter*: To grow from small nonprofit to scalable social enterprise, the organization requires a highly motivated and ambitious individual who can lead development and scaffold our success.
- *Multi-tasker*: This position requires wearing several hats each week: grant writer, donor networker, details tracker. Are you experienced advancing multiple projects toward a collective mission?
- *Experience, not just passion*: Do you bring knowledge of project management, nonprofit management, or startup development? We need a candidate able to teach us, and take the lead on their own learning advancement. Candidate must have
 - 3+ years experience in relevant fields.
 - strong spoken and written communication skills.
- *Highly organized*: Are you able to create and manage systems that new employees can easily learn? As we scale, we need a leader who can create a sustainable, internal operating structure and onboard development colleagues.
- *Commitment to transformation*: We want to empower those experiencing poverty to be community leaders; we want our food system to be more sustainable for all; we want our staff to think differently about charity and justice. Sound like something you want to help build?

Additional preferred qualifications:

- Spanish fluency
- Lived experience of barriers to employment
- Foodservice or agricultural experience
- Marketing or communications experience
- Salesforce or other CRM experience.

To Apply — Please Read Closely

Send your resume and a cover letter as PDF files to hiring@farminghope.org.

Please answer these questions in your cover letter:

1. What work or personal experience do you bring that would most catalyze Farming Hope's fundraising? Use numbers, stories, and be specific.
2. Share about a work project you maintained or managed after it was already underway. What did you learn?

Farming Hope is an equal opportunity employer. We enthusiastically accept our responsibility to make employment decisions without regard to race, religious creed, color, age, sex, gender, sexual orientation, gender identity, national origin, religion, marital status, medical condition as defined under State law, disability, military service, pregnancy, childbirth and related medical conditions or any other classification protected by federal, state, and/or local laws and ordinances.

At Farming Hope we have a clear vision to be a place where a diverse mix of talented people are able to learn, teach, and grow. Diversity is more than a commitment at Farming Hope—it is necessary to advance equity and inclusion for the Apprentices in our training program and our diners in the community.

farminghope.org