HOPE'S DOOR
Embracing Life Free From Domestic Abuse

Nonprofit Job Posting - Domestic Violence Agency

Director of Development and Community Relations

Date of Posting – November 28, 2018
Based in Westchester County - Hawthorne, NY

Come join our team and help us end domestic violence and empower survivors to achieve safety, independence, and healing from the trauma of abuse.

Introduction

Since 1980, Hope's Door has worked to end domestic violence and to empower survivors to achieve safety, independence, and healing from the trauma of abuse. Our programs, which served more than 11,000 persons last year, include shelter, hotline, danger assessment, safety planning, counseling, support groups, legal and personal advocacy, economic empowerment, I & R, and an extensive awareness and prevention program.

Primary Responsibilities

1. Increase restricted and unrestricted income by enhancing relationships with new and existing donors.
2. Design and execute development events and campaigns (Gala, Luncheon, Appeals, V-Day, Major Gifts…)
3. Design and execute public relations campaign, including development and distribution of PR material (newsletters, e-newsletters, e-blasts, ads, annual reports, press releases, letters to the editor…)
4. Enhance our online and social media presence (Website, Facebook, Twitter, Linked-In…)
5. Recruit, train, and oversee work of volunteers and staff for development and PR-related activities.
6. Manage agency database in order to retrieve, analyze, utilize, and report information to enhance development efforts.
7. Serve as a member of our senior management team and help us end domestic violence and empower survivors to achieve safety, independence, and healing from the trauma of abuse.

Salary Range: $60,000 to $70,000

Benefits for Full-Time Employees

Flexible Benefits with Health Plan Options – $800 per month after 3 months of service – Opt Out Provision
Life Insurance, Short and Long-term Disability - 401K Participation after Year 1
Vacation: 20 days **Sick Time:** 12 days **Holidays:** 12 days

For Further Information or to Submit Resume and Cover Letter

JAN FISHER, DEVELOPMENT CONSULTANT
HOPE'S DOOR, PO BOX 262, HAWTHORNE, NY 10532

E-MAIL ADDRESS
JFisher@HopesDoorNY.org

Hope's Door policy prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender identity, disability, national origin, marital status, parental status, or political affiliation in employment and delivery of services.