

# Friends of Aphasia

## Director of Development Announcement

*Imagine losing, in an instant, your ability to communicate. To struggle to say your own name, to write a simple email, or to read the newspaper. These are realities for individuals living with aphasia.*

If you are like most people, you've probably never heard of aphasia. Aphasia is a communication disorder that robs individuals of their ability to speak, understand, read, and/or write. It affects over two million Americans, and that number is expected to grow as our population ages and as medical advances increasingly save the lives of individuals who sustain brain injuries.

Friends of Aphasia, a growing nonprofit in Tucson, AZ, is dedicated to truly changing the lives of individuals and families living with aphasia by providing comprehensive aphasia services, implementing advocacy and awareness projects, and spearheading innovative aphasia treatment research. We are hiring our first Director of Development and currently seeking a motivated fundraising professional to join our team. Our ideal candidate is an experienced fundraiser who is a self-starter and is excited to develop and grow a fundraising program from the ground up.

### **Responsibilities include the following:**

- Develop and execute a comprehensive development plan with evidence-based strategies to increase giving and participation levels from donors and prospects.
- Plan and execute an annual fundraising campaign incorporating multiple channels, including, but not limited to, direct mail, email, and social media components.
- Cultivate, solicit, and steward annual fund donors and prospects and develop strategies and goals for increased donor engagement, including a donor recognition program.
- Develop and maintain an understanding of Friends of Aphasia's mission, programs, and activities to maximize donor participation and support of the organization.
- Develop and implement major gift and planned giving initiatives.
- Oversee and develop publications and communication that support annual giving and that are aligned with the overall goals and objectives of Friends of Aphasia.
- Maintain a donor database system and generate queries, reports, and other data exports as needed to track and cultivate donors and prospects.
- Manage gift processing and reporting functions, ensuring that all donors receive timely acknowledgments of their gifts.
- Research and write grants, maintain a grant database, and generate reports to funders.
- Coordinate special events, including the solicitation of sponsors and coordination of logistics, in cooperation with the CEO, Board, and volunteers.
- Seek out new fundraising opportunities and strategies to increase and diversify sources of support.
- Evaluate and report to the CEO and the Board on the effectiveness of fund development strategies and activities; provide reports at regular Board meetings.
- Raise the visibility of Friends of Aphasia and increase engagements with key audiences.

### **Classification**

The position is part-time, hourly, non-exempt. 20 – 30 hours per week.

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In-person and hybrid availability, located in Tucson, Arizona.

### Qualifications

Bachelor's Degree.

Demonstrated professional fundraising experience.

Experience in tracking data in a CRM (experience with Bloomerang preferred).

Proficiency in Microsoft Office Suite and Google Workspace (Google Docs, Sheets, Slides, Forms) or willingness to learn.

Strong verbal communication and interpersonal skills in a variety of environments (engaging with donors, building relationships with foundations, etc.).

Exceptional writing skills across a variety of domains (grant writing, emails, newsletters, reports, etc.).

Proficiency with social media and email marketing platforms.

Self-starter with initiative, common sense, and sound decision-making skills.

Flexible, able to multi-task and adapt to changing priorities.

Comfortable working independently and on teams.

Able to drive results with a team of high-caliber community volunteers.

Excellent organizational and time management skills.

Flexible work schedule, able to work occasional evenings and weekends.

Punctual and dependable.

Willingness to gain a deep understanding of aphasia and the impact it has on people's lives and to embrace the mission of Friends of Aphasia.

*Friends of Aphasia is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. All qualified candidates are strongly encouraged to apply.*

### **Know someone who would be a great fit?**

Please apply on Indeed at [Director of Development - Tucson, AZ 85711 - Indeed.com](#).