



Director of Development

SV@Home is seeking a passionate and entrepreneurial Director of Development to strategically cultivate partnerships with funders, manage and expand SV@Home's membership base, and pursue fundraising opportunities to support the financial sustainability of the organization and attract funding into this work for the broader ecosystem of affordable housing and housing adjacent nonprofits.

ABOUT SV@HOME

SV@Home is a nonprofit organization in Santa Clara County whose vision is a diverse and equitable Silicon Valley where everyone has access to a safe, stable, and affordable home. As a result, the SV@Home team commits each day to driving the creation of affordable housing for a more vibrant and equitable Silicon Valley. SV@Home's approach focuses on policy, advocacy, education, and messaging to build the political and community will to support policies, programs, land use, and funding that will increase affordable housing opportunities for Santa Clara County residents. SV@Home is looking for a Director of Development to join this team of dedicated individuals to further the organization's mission.

Five guiding principles represent the values and purpose that SV@Home seeks to infuse in its work:

- Housing is a human right
- Diversity makes us stronger
- Centering equity and inclusion in our work is key
- Housing policy is not just about housing
- Working together in partnership is more impactful

In this effort, our success is dependent on building a team that includes people from different backgrounds and experiences who can challenge each other's assumptions with fresh perspectives. To that end, we look for a diverse pool of applicants, including those from historically marginalized groups. The role is based in Santa Clara County. We have recently transitioned to an optional hybrid model allowing access to the Downtown San Jose office. Post-pandemic we envision a hybrid office environment that emphasizes flexibility.

ABOUT THE POSITION

The Director of Development is responsible for setting a strategic vision for the organization's fundraising and membership activities. As a member of the leadership team, this position will work closely with the Executive Director and Board of Directors to implement fundraising and membership-building strategies that increase financial support for SV@Home's operations, long-term plans for strategic growth, and priorities around supporting the affordable housing ecosystem through collective action. This is an opportunity for an exceptional fundraiser who is a strong leader, a team player, and able to manage multiple demands in a rapidly changing environment. The Director of Development will be a key player on a small, dynamic team that

works flexibly and collaboratively in service of SV@Home's mission. This is a full-time, exempt position reporting to the Executive Director.

KEY DUTIES AND RESPONSIBILITIES

Resource Development

- Explore opportunities to grow and expand SV@Home's revenue model, including earned revenue opportunities, corporate partnerships, etc.
- Prepare an annual development plan to reach fundraising goals
- Support Executive Director and Board of Directors with strategies to engage their own broader networks
- Submit grant applications and identify opportunities for new funding sources
- Lead grants management and coordination processes
- Secure sponsorships for Affordable Housing Month
- Create monthly development reports and analyze fundraising trends

Membership Recruitment and Retention

- Develop and implement a strong annual membership campaign to retain existing members and recruit new members.
- Represent SV@Home at community and sector events to raise its profile among the public.
- Provide recognition to members through social media channels and at events.
- Evaluate and update the membership structure and benefits, as needed.
- Create regular membership reports and analyze membership trends

Communications and Events

- Ensure that membership and sponsorship materials are up to date on social media and the SV@Home website, including the list of current members and sponsors
 - Prepare social media posts and e-blasts to recognize members, sponsors and funders
 - Prepare membership write-ups and announcements for regular bi-weekly newsletters
 - Work with the SV@Home team in execution of events, including Affordable Housing Month, member roundtables, and the member holiday party
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QUALIFICATIONS

A competitive candidate will have the following experience, knowledge, and abilities:

- A passion for social change and a commitment to equity
- Experience and/or a strong interest in affordable housing, public policy, and social justice
- Five years of relevant work experience
- Experience with Salesforce or other CRM tools is highly desired
- Excellent communication (written and verbal) and interpersonal skills – the ability to navigate strong and productive relationships quickly with a diverse group of people and communication styles
- Demonstrated track record of fundraising success
- Demonstrated success working effectively in fast-paced, collaborative, fluid work environments
- Strong analytical and critical thinking skills along with the ability to handle multiple projects simultaneously and determine priorities
- Ability to work independently, take initiative and participate as a highly-effective team member
- Ability to collaborate effectively with internal and external partners
- Strong organizational skills, with outstanding attention to detail
- Excellent judgment, flexibility, and humility

COMPENSATION

- Salary Range: \$95,000 to \$110,000 annual: Negotiable based on experience and qualifications
- Competitive benefits package that includes medical, dental, vision, and life insurance; vacation and sick time; 11 office holidays plus a paid holiday office closure from December 25th through January 1st; a SIMPLE IRA retirement plan and employer match, monthly cell phone and parking or public transportation reimbursement

Applications will be accepted on a rolling basis. Interested applicants should email a cover letter and resume to jobs@siliconvalleyathome.org. Please indicate "Director of Development" in the subject line of your email.

Thank you for your interest and we look forward to hearing from you.

SV@Home is committed to providing our staff with a safe work environment and supporting collective health. As such, SV@Home requires confidential proof of completed COVID-19 vaccination, including eligible booster(s) for all employees (with the exception of reasonable accommodations due to medical or religious beliefs).

SV@Home is an equal opportunity employer to all regardless of race, color, national origin, ancestry, sex, marital status, disability, religious or political affiliation, actual or perceived gender identity, age or sexual-orientation.