



JOB ANNOUNCEMENT: DIRECTOR OF DEVELOPMENT & COMMUNICATIONS

Location:	Remote/virtual. Headquartered in Langley, Washington, we are open to candidates from anywhere in the U.S.
Salary:	\$75-90,000 in exchange for 30 hour workweek
Benefits	Full medical, dental insurance; retirement after 1 year
Start Date:	August 1, 2022 (or earlier if mutually agreeable)
Application Deadline:	Rolling, preference given for applications received by June 24

POSITION SUMMARY:

Partners for Youth Empowerment (PYE) is looking for a gutsy, innovative, and organized leader to serve as the Director of Development & Communications. We seek a person with entrepreneurial zeal, an aptitude for building meaningful authentic relationships, the ability to hold and communicate a big vision, a proven track record of securing significant philanthropic resources, and a passion for youth empowerment, racial justice and social change. If this sounds like you, please read on!

PYE has historically been funded through a combination of major gifts, foundation grants, corporate sponsorships, and earned income. With a loyal core of major long term donors, the organization is well-positioned and eager to dedicate time, energy and investment to broadening our fundraising, story-telling and engagement strategies to help us achieve our big goals. Our current operating budget is one million US dollars per year, and we hope to double that within the next 3-5 years.

This role will work closely with the Co-Directors and a leadership board of supporters to steward the current funder base while strategically cultivating new funding streams and attracting new funding opportunities. The Director of Development & Communications will also oversee the creation and growth of PYE communications and outreach activities. We envision this role as supervising a Communication Manager, and together, working closely to enliven communication content and channels.

The ideal candidate for this role brings passion, creativity, big picture thinking, a collaborative leadership style, keen self-awareness and healthy critical consciousness to implement inclusive and strategic communications and engage fully with our team and

community. This is a brand new position we hope will lead us toward community-centric fundraising strategies, embrace all of who we are and ensure that we honor and respect young people. We seek to cultivate a multi-cultural and racially diverse team and we value the perspectives of people who share the lived experience of youth who have been historically marginalized.

ABOUT PARTNERS IN YOUTH EMPOWERMENT:

Partners for Youth Empowerment is a global non-profit, based in the Seattle, WA area dedicated to liberating the creative potential of young people. Our creative community model empowers young people ages 13-19, along with educators, youth workers and social artists who support youth in their communities. PYE is in an exciting time in its evolution. We have just landed some major contracts and new investors that are calling us to both deepen our purpose and expand our global network—and we are embarking on an incredible journey.

Since 1996, our Power of Hope camps have inspired and uplifted thousands of young people to express their creative confidence, develop positive identity and build relationships across differences to strengthen their communities. We have trained thousands of youth and adults in more than 20 countries with our creative community model. Together with our global network of Creative Facilitation practitioners and partner youth organizations, we have touched the lives of hundreds of thousands of young people around the world.

We are a small but mighty staff working with a modest budget, yet because we work collaboratively and innovatively, together with our practitioners and partners, we are able to achieve a large impact. As young people today are facing intersecting traumas and systemic inequities such as racial injustice and climate catastrophe that deteriorate health, society, communities, families and the earth, we are reckoning with our responsibility and our own creative potential to serve them even better than before.

JOB FUNCTIONS:

Leadership:

- Serve as a key member of the leadership team – provide innovative ideas and critical thinking to support operational, programmatic, engagement and philanthropic strategies to advance organizational growth.
- Direct our philanthropic and communication engagement strategies in alignment with our values to meet organizational goals.
- Collaboratively build organizational budgets for core operations and key programs.

- Serve as an external organizational champion to strengthen and expand relationships, build philanthropic partnerships, and represent PYE to the general public through speaking, meetings, media publicity and awareness activities.

Fundraising:

- Lead all fundraising efforts, working hand-in-hand with our Co-Directors and leadership board of advisors to increase foundation funding, major gifts, corporate sponsorships, and other creative fundraising endeavors.
- Develop new sources of funding—prospect, research and develop new relationships with regional, national and international foundations and funders.
- Ensure effective use of Customer Relations Management systems (Salesforce), donor reports and tracking routines with the support of a contracted database manager and administrator.
- Identify, cultivate, solicit, and steward strategic individual donor relationships and institutional funding partnerships at the major gift level (\$5000+/year).
- Develop new and cultivate existing foundation relationships; author grants and/or work with consultants who are experienced grant writers.
- Design and co-host intimate major donor event gatherings, house parties, and virtual salons.

Communications:

- Direct external communications and engagement efforts to attract, broaden and expand the PYE story and mission to new friends and supporters.
- Oversee all external marketing and fundraising materials, including grant proposals, press releases, annual reports, website, social media channels, case for support documents, and other donor-centric messaging collateral pieces.
- Supervise the Communications Manager who will be responsible for content creation, development of outreach collateral, and the implementation and promotion of social media communications.

QUALIFICATIONS

PYE is an organization that values lived experience above formal credentials. In an effort to shift our practices to become a more equitable organization, we recognize and appreciate a candidate with the commensurate experience and accomplishments relevant to the responsibilities for this position. The person selected for this role will be joining a small team with a shared leadership approach.

Knowledge, Skills, and Experience

- Excellent communication skills and ability to compellingly express and translate the mission and vision of PYE for diverse audiences.
- A minimum of 5 years of successful professional experience working in fundraising or work from a transferable field.

- Proven track record of raising significant funds for non-profit organizations or transferable skills.
- Ability to discover and cultivate new funding sources; experience or interest in cultivating international donors a plus.
- Able to lead the entire fundraising process from prospecting, relationship building, to writing proposals, submitting reports, tracking impact, and securing funds.
- Embodies and aligns with PYE's Essential Characteristics (see below)
- Working knowledge of Salesforce or similar integrated donor database system
- Self-starter, results-oriented, entrepreneurial, creative, innovative thinker and doer
- Ability to integrate both fast and slow ways and paces of working collectively
- Excellent organizational skills
- Prior experience in the youth sector and passion for youth empowerment is a huge plus

Like all of our positions, the Director of Development & Communications will work remotely. The majority of our team lives in the Seattle area, but we are open to candidates who live in other locations in the country. We use a collaborative and flexible work schedule that makes the most of time we spend together online, occasional in-person gatherings, and innovative use of asynchronous channels and platforms of communication such as Google Teams and Asana.

ESSENTIAL CHARACTERISTICS:

At PYE we embrace personal and organizational healing as part of work. We position ourselves as learners, commit to self-exploration and growth, demonstrate vulnerability and authenticity, and ground our work from a position of abundance while embracing complexity.

In this spirit, we follow a 30-hour work week as a key value of holistically supporting staff, humanizing work and living into values of restoring ease and well-being, amplifying our creative agency to serve our purpose and maintaining healthy commitment to community.

PYE believes it is *essential* that every member of the team embodies our certain characteristics to create healthy and creative spaces for ourselves and young people to thrive. A PYE Core Team Member is a relational person who fits into a culture that is deeply committed to fostering community spaces in which the following needs are tended:

- Expressing ourselves through artistic practices accessible to everyone
- Developing emotional resilience and exploring our inner worlds
- Nurturing relationships with ourselves, each other, the land and community
- Standing in our truth and power, and holding ourselves and each other accountable
- Practicing a multi-racial, inclusive commitment to social justice

We are committed to creating an even more diverse team and are proud to be an equal opportunity employer. We encourage and value applicants with lived experience in non-dominant social locations.

BENEFITS:

- Flexible scheduling, remote work and a 30-hour work week
- Full medical and dental insurance
- Paid holidays and sick leave
- Retirement benefits begin after one year of employment
- Mentoring and professional development opportunities

TO APPLY:

To apply for this role, please send a cover letter telling us why this role and PYE's purpose feels like a great fit for your goals, skills and passion along with your resume to jobs@pyeglobal.org

Applications will be accepted on a rolling basis, with preference given for applications received by June 24, 2022.

For more information about Partners for Youth Empowerment please visit www.partnersforyouth.org.