

Global Greengrants Fund

Invites Applications for the Position of **Director of Development and Communications**

GGF believes that grassroots activism is key to solving seemingly intractable problems and halting cycles of poverty, powerlessness and environmental destruction. Therefore, GGF provides funds to grassroots activists in some of the world's most despoiled and impoverished places. GGF grants offer hope and tap the energy of communities where other sources of support are scant at best, or completely unavailable. *In our eyes, there is no better investment than supporting passionate people who have great ideas.*

The position of Director of Development and Communications offers a unique opportunity for the ideal candidate who wishes to commit their skills, intelligence and heart to this endeavor. The successful candidate will join a highly energetic and collegial team based in Boulder, Colorado.

To learn more about GGF, see www.greengrants.org.

Role

The Director of Development and Communications is a management-level position, overseeing all aspects of developing and implementing fundraising and external communications strategies. These strategies are aimed at achieving clearly established and ambitious revenue goals, including a 20 percent revenue expansion per year over the next five years.

The Director has direct management responsibilities for a development staff of four, and serves as a member of the management team along with the Executive Director, Director of Finance, and Director of Program. The Director of Development and Communications reports directly to the Executive Director.

Responsibilities

The Director will manage all fundraising and communications of the GGF staff and full management team. Tasks will include:

- Cultivating and stewarding foundation, corporate, public and major donor gifts;
- Directing development of external communication material, including annual report, newsletter, web site content, and routine and specialized donor and prospect communications;

- Developing organizational branding;
- Serving as spokesperson at philanthropic and donor venues;
- Developing and managing development and communications staff, budgets, and strategic plan.

Experience Required

The successful candidate will

- have a proven track record of 5 or more years of successfully meeting fundraising goals exceeding \$2 million per year;
- have experience with major donor campaigns and with foundations;
- have excellent communication skills, exemplary management experience, and be committed to working in and supporting a healthy work environment;
- be both detail oriented and skilled at seeing the big picture;
- be knowledgeable about and committed to the mission of GGF;

* fluency in a second language is a plus.

To Apply

Please submit cover letter and resume or CV to: [ggf@greengrants.org](mailto:gjf@greengrants.org).

The Global Greengrants Fund is an equal opportunity employer and seeks to have a diverse staff, including people of various nationalities, races, color, ethnic origin, religion, gender, age and sexual orientation.