



Title: Director of Advancement	Salary Range: \$100,000-\$120,000
Department: Advancement	Hours: 40 Hours Per Week
Reports to: CEO	Classification: Exempt

ORGANIZATION OVERVIEW: MCCD works collectively to advance racial and economic justice by leveraging and stewarding community development resources. We are a 35-member consortium of non-profit affordable housing and economic development organizations, and a Community Development Financial Institution (CDFI), working in BIPOC and low-wealth communities. We focus our efforts in 3 core areas:

- **Small Business Development/Lending:** Provide technical assistance along a business continuum, including Shared Ownership models, and access to affordable capital to marginalized communities.
- **Advocacy and Field Building:** Pursue resources that support community wealth building and elevating issues relating to racial and economic disparities.
- **Leadership Development:** Equip early and mid-career professionals with knowledge and relationships to ensure individual and sector growth.

POSITION SUMMARY: The Director of Advancement leads MCCD’s fundraising efforts, with a focus on philanthropy, individual giving, and government grant opportunities.

POSITION RESPONSIBILITIES:

Development and Fundraising

- Develop and lead a fundraising strategy aligned with MCCD’s mission, strategic priorities, and program focus
- Evaluate and prioritize funding opportunities based on alignment, impact, and organizational capacity
- Strengthen internal processes for grant development, tracking, and reporting
- Manage and grow relationships with existing and prospective funders
- Lead the development and submission of grant proposals, including drafting and writing as needed, while coordinating cross-team input
- Develop, monitor, and provide oversight of annual development budget

Strategic Communications, and Media

- Provide strategic direction to ensure communications effectively support fundraising priorities
- Partner with the Communications and Data Coordinator to translate impact into compelling external messaging for funders and stakeholders

Board, Staff, and Team Engagement

- Participate in MCCD's Leadership Team to provide development insight and support for short- and long-term organizational strategy
- Work with the CFO on financial projections, budgeting, and reporting, and ensuring grant applications align with overall MCCD budgets
- Prepare regular development reports to the Board of Directors and participate in the Board meetings.
- Engage with outside consultants in areas related to public relations, community-centric fundraising, values-based major giving, and others

Supervision

- Supervise the Communications and Data Coordinator and future development / communications team members

QUALIFICATIONS:

Assets of most interests include the following:

- Existing relationships with local and national philanthropy
- Experience developing donor cultivation strategies
- Deadline-driven
- Self-starter; takes initiative
- Demonstrated ability to excel in a team-based environment
- Strong project management skills
- Ability to assess and prioritize funding opportunities in alignment with organizational strategy
- Comfort operating in evolving environments and exercising judgment amid ambiguity
- Excellent communication, writing, and presentation skills
- Works ethically and with integrity; upholds Organizational values; accepts responsibilities for own actions.

BENEFITS:

- Hybrid work schedule
- Dog friendly office environment
- Medical & Dental Insurance – 100% of the premium paid by MCCD for the employee and the employee's partner and/or family. Eligibility starts at date of hire.
- 403(b) Plan – Eligibility starts at date of hire, MCCD will match contributions up to 5%. Employees are 100% vested at date of hire.
- Life Insurance – MCCD provides and pays for a benefit level up to \$50,000.
- Long-Term Disability & Accidental Death and Dismemberment – MCCD provides this at no cost to the employee.
- Holidays – MCCD has 9 designated paid holidays all of which are chosen by the employee.
- Paid Time Off – For the first two years of service, employees accrue 18.5 days (148 hours) annually.

- Parental Leave – Eight weeks of paid parental leave for employees who have given birth, adopted or is fostering a child. (Employee may be a spouse or committed partner who has given birth to a child)
- End of Year Respite – MCCD closes its office for the week that falls between Christmas and New Year’s Day.
- Professional Development – Annual allowance for the employee’s professional development activities.
- Wellness – MCCD provides its staff with quarterly wellness activities.

To apply, individuals should send a resume and cover letter in one PDF, to HR@mccdmn.org
In your cover letter, please explain what motivates you to work with MCCD, and how your experience, skills and commitment will advance our work to help Minnesotans achieve housing stability and create a more equitable economy. Position open until filled.
(email receipt confirmation will be sent)

NO PHONE CALLS PLEASE

MCCD IS AN EQUAL OPPORTUNITY EMPLOYER

Black, Indigenous, People of Color (BIPOC), women, veterans, persons with disabilities, and LGBTQIA+ individuals are strongly encouraged to apply.