



Career Opportunity
Development Director
American Civil Liberties Union of Minnesota
St. Paul, Minnesota

Be Part of a Pivotal Moment in History.

The next Development Director of the American Civil Liberties Union of Minnesota will be a nonprofit development professional who is looking for a meaningful opportunity in a proven and vibrant organization that makes profound differences in the lives of individuals. Our mission is timely, our staff is committed to protecting civil liberties, and we are poised to succeed, with a growing community of more than 30,000 donors and members.

At the ACLU of Minnesota, we take pride in our reputation of more than 65 years of fighting the hard fight for people whose civil liberties are threatened or denied. And now—with the current administration’s never-before-imagined threats to civil liberties, plus a Centennial Campaign that is close to reaching its ambitious goals even before its public launch—is the ideal time to join us!

Working closely with the Executive Director, the Development Director will lead, plan, and execute our major-gifts program and other fundraising initiatives. The Development Director will supervise our development staff and support the boards of the ACLU of Minnesota and the ACLU of Minnesota Foundation.

The position is based in our St. Paul office, providing access to the best that the Twin Cities area offers. With a renowned history in music and the arts, a commitment to premier institutions of education and medicine, and a burgeoning culinary scene and nightlife, our region boasts the perfect combination of urban and outdoor life.

Our next Development Director will:

Lead Our Major-Gifts Program

by developing and coordinating annual and long-range fundraising plans, including those for specific goals and audiences; developing and implementing strategies to attract prospective donors and secure gifts of \$5,000+; maintaining a personal major-gifts portfolio and managing the top-tier portfolio of the Executive Director; supervising the maintenance of donor records; preparing written materials for major-donor solicitations; and conducting outreach to current and prospective major donors.

Shape Planned-Giving Initiatives

by working with the National ACLU's Planned Giving team to develop, promote, and implement planned-giving strategies.

Build Foundation Grant Support

by developing and implementing effective grant strategies; drafting or supervising the drafting of grant applications; and preparing or supervising the preparation of post-award reports and other documentation.

Provide Leadership in Collaborations and External Relations

by working with the Executive Director to strengthen our culture of philanthropy; supporting our board members in their roles in our fundraising initiatives; serving alongside peers on our senior staff team; supervising development staff and independent contractors; providing high-quality service to donors by overseeing the recording of gifts and other donor information, along with ensuring the accuracy of donor-information systems; coordinating philanthropy initiatives and reports with the National ACLU; and attending meetings and events, as appropriate.

Our next Development Director will bring:

- a bachelor's degree or equivalent combination of education and experience;
- advanced work experience in philanthropy, especially in major-gifts fundraising with \$10,000+ donors and prospects;
- excitement about the opportunity to imagine, effect, and manage growth;
- a broad understanding of multi-faceted campaign planning, implementation, and management;
- a varied "toolbox" of superior skills, including leadership, written and oral communications, interpersonal relations, analytic and strategic thinking, persuasiveness, problem-solving, ability to prioritize, attention to detail, ability to maintain grace under pressure, computer expertise, and familiarity with fundraising systems;
- a firm commitment to diversity and a personal approach that values individuals and their differences; and
- experience with and knowledge of Minnesota's philanthropic community (preferred).

Finally, our next Development Director will bring a commitment to the mission and goals of the ACLU of Minnesota, along with a personal dedication to a professional team that will bring us into our next 65 years as Minnesota's guardian of liberty.

Are You Ready to Help Lead Us into the Future?

If you're excited about devoting your talents and skills to the ACLU of Minnesota, please submit your resume and a letter of interest (indicating where you learned of this career opportunity):

by mail, to
ACLU of Minnesota
Development Director Opportunity
2300 Myrtle Ave Suite 180
St Paul, MN 55114

or

by email (with “Development Director Opportunity” in the re: line), to:
ddjob@aclu-mn.org

To ensure that we receive your application, please do *not* use any other email address. No phone calls or in-person deliveries, please.

The ACLU welcomes talented development leaders to our team and in return offers a generous and comprehensive compensation and benefits package including paid vacation, health insurance, dental insurance, life and disability insurance, and a 401k plan with company match.

We will accept applications until the position is filled. We hope that one of those applications is yours.

This job announcement provides a general but not comprehensive list of the essential responsibilities and qualifications required. It does not represent a contract of employment. The ACLU of Minnesota reserves the right to change the description and/or posting at any time without advance notice.

The ACLU of Minnesota is an equal opportunity employer. We value a diverse workforce and an inclusive culture. We encourage applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status, and record of arrest or conviction.

The ACLU of Minnesota undertakes affirmative action strategies in its recruitment and employment efforts to assure that persons with disabilities have full opportunities for employment in all positions.

We encourage applicants with disabilities who may need accommodations in the application process to contact us at hr@aclu-mn.org.

The ACLU of Minnesota is composed of two separate corporate entities, the American Civil Liberties Union of Minnesota and the American Civil Liberties Union of Minnesota Foundation. Both are organizations with the same overall mission; they share office space and employees. The American Civil Liberties Union of Minnesota has two separate corporate entities in order to do a broad range of work to protect civil liberties. This job announcement refers collectively to the two organizations under the name “ACLU of Minnesota.”