

**Boys Hope Girls Hope of Colorado is seeking to hire a Development Director** for its Denver office. Boys Hope Girls Hope of Colorado is an educational program that provides unique and focused service to bright, motivated middle school and high school students in our community. This is a full-time, exempt position.

**The Development Director will work primarily with the Executive Director to identify, cultivate, solicit and steward major and annual fund contributions from individuals, corporations, foundations and organizations.** This role will take the lead to ensure the successful diversification of the organization's funding through personal solicitations, direct mail, grant proposals and special events. This is a hands-on position which affords the right candidate the unique opportunity to take a leadership role in all aspects of the organization's philanthropic efforts.

The Development Director will plan, manage and execute an annual development program designed to raise the funds necessary to successfully operate the organization, facilitate major donor meetings with the Executive Director, research foundations, write and submit proposals, manage the donor database software Raiser's Edge, and collaborate on the design and oversee the production of all marketing and fundraising materials.

Qualified candidates should have a bachelor's degree in administration, management, or a related field and at least 3-5 years of experience in a nonprofit (fundraising) environment and in board relations, knowledge of the local philanthropic community, an ability to identify major gift prospects, and a plan for coordinating solicitation.

The position requires excellent communication and organizational skills, with the ability to effectively interact with donors, the Board of Directors and staff members. Well-qualified candidates will have strong computer abilities and proficiency in Microsoft office products and fundraising software (preferably Raiser's Edge). Candidates must be able to work with confidential information, be resourceful, and be able to independently and as part of a team.

For more information about Boys Hope Girls Hope, visit our website at [www.boyshopegirlshope.org](http://www.boyshopegirlshope.org). Qualified applicants should submit a resume and cover letter with salary history to [Execsearch@bhgh.org](mailto:Execsearch@bhgh.org).

**Equal Opportunity Employer**