



**Position:** Director of Development

**Organization:** Coro Southern California

**Location:** Los Angeles, CA

**Organization Background:**

Coro's mission is to strengthen the democratic process by preparing individuals for effective leadership in public affairs. Coro is a non-profit, non-partisan educational institute that trains young people in developing leadership skills by participating in a variety of intensive programs and field placements, including the esteemed Coro Fellows Program in Public Affairs. Coro participants develop skills; master tools needed to engage and empower communities; gain experience in government, business, labor and not-for-profit community organizations; and participate in special community and political problem solving processes. Found in every sector and in all professions, Coro alumni create, govern and guide with extraordinary skill, vision and excellence.

**The Position:**

Coro seeks an experienced individual to serve as a Director of Development (DOD) in our Los Angeles office. Reporting to the Executive Director, the DOD's primary responsibilities will involve working closely with the ED to develop and execute the Coro fundraising plan.

**Role and Responsibilities:**

- Develop and lead a comprehensive multi-year development strategy that will meet the organization's ambitious fundraising goals; total Los Angeles Office budget is \$1.2 Million.
- Organize and execute successful fundraising events, including the Annual Crystal Eagle Gala, a Fall luncheon, and a Winter alumni celebration dinner.
- Lead the organization's efforts to identify, cultivate and solicit major gifts from individual donors. Strategically involve the ED and members of our Board of Directors to secure major gifts.
- Identify, cultivate and solicit new corporate sponsors. Strategically involve the ED and members of the Board of Directors to secure new corporate sponsors.
- Collaborate with the ED to develop cause-marketing partnerships that both raise awareness of the CORO brand and support the organization's fundraising goals.
- Manage and expand funding partnerships with current foundation and corporate supporters, including overseeing proposal writing, submitting reports, engaging donors in organizational events, and positioning the organization for renewal grants.

- Collaborate with the Grants Manager to find new foundation prospects and cultivate and solicit major foundation grants.
- Ensure that philanthropy and fund development are carried out in keeping with the organization's values, mission, vision and plans.
- Maintain current funding partnerships with high profile partners including the Anne E. Casey Foundation, Weingart Foundation, S. Mark Taper Foundation, Dwight Stuart Foundation, Ralph M. Parsons Foundation, and the California Community Foundation.

**Traits and Characteristics:**

This is a senior management position in a highly visible not-for-profit that will help set the direction and ensure the future viability of the organization. The individual is expected to be experienced in the field of nonprofit fund development with demonstrated success in events, cultivating individual donors, corporate sponsorship, and foundation grants. Team building, relationship building, and a collaborative style are important attributes. The DOD will be an open, confident, professional who is accessible and flexible. Strong written and oral communication skills are essential.

**Primary Relationships:**

This position reports to the Executive Director of Coro. The DOD will supervise the Grants Manager who is responsible both for supporting the organization's fundraising efforts and for all grant writing.

**Experience and Education:**

An undergraduate degree is strongly preferred and an advanced degree in business, public policy, education or a similar field is preferred. At least 5 years of fund development experience is required.

**Salary and Benefits:**

The salary for this position is commensurate with qualifications and experience of the individual candidate.

Coro offers competitive benefits.

**How to Apply:**

If you are interested in applying for the position, please submit a cover letter, resume, and three-year salary history via e-mail to:

[Rebecca@RebeccaGeorgeConsulting.com](mailto:Rebecca@RebeccaGeorgeConsulting.com)

Please put "DOD Coro" and your last name in the subject heading.

To learn more about Coro, please visit our website:

<http://www.corola.org>