



NICWA

National Indian Child Welfare Association
Protecting Our Children • Preserving Our Culture

POSITION ANNOUNCEMENT: DEVELOPMENT DIRECTOR

The National Indian Child Welfare Association (NICWA) is dedicated to the well-being of American Indian and Alaska Native children and families. We believe every Native child must have access to community-based, culturally appropriate services that help them grow up safe, healthy, and spiritually strong—free from abuse, neglect, sexual exploitation, and the damaging effects of substance abuse.

NICWA is a nonprofit, membership organization founded in 1983 and based in Portland, Oregon. Our members include tribes, individuals—both Native and non-Native—and private organizations from around the United States and Canada concerned with Native child and family issues. Together, our partners, board, and staff work to protect Native children and keep them connected to their family, community, and culture. Our next development director will take a leadership role in developing and executing NICWA's evolving approach to cultivation and appreciation of our many diverse donors and funders.

The Opportunity

Our work to protect Native children and families would not be possible without the support of our generous donors and funders. Our development director will work with key partners, such as our executive director, board of directors, and management team, to lead individual gift solicitation, corporate solicitations, annual fund development, member solicitations, corporate and foundation grants, tribal solicitations, fundraising event activities, and development communications. NICWA has an established culture of philanthropy and an annual development workplan incorporating development activities that bring in unrestricted and restricted funds year-round. The development director will have the opportunity to apply their creativity and talent to executing an established workplan and taking leadership in evolving the plan to meet the needs of our changing funding landscape and revenue model in our next fiscal year. This opportunity is a good fit for an established development professional that has experience building a team, as the role supervises a development project coordinator and a currently vacant annual giving manager position. The role is based in Portland, Oregon. Though we work from home on Mondays and Fridays, the role will report in-person on Tuesdays, Wednesdays, and Thursdays. The role is not a good fit for an individual seeking remote work.

Candidate Profile

NICWA seeks a leader who is passionate about the well-being of American Indian and Alaska Native children and families and wants to use their strong relationship building and communication skills to lead our solicitations and raise mission-critical unrestricted revenue. With NICWA's high-profile public awareness work on the Protect ICWA Campaign to protect the Indian Child Welfare Act—key federal legislation that supports Native children's connection to their family, community and culture—as well as recent investments in NICWA's communications staffing and infrastructure, we are attracting new funders and donors. We are poised to create an ambitious plan to support the growth and interest in our impact for Native children and families. This position is an exciting opportunity to move NICWA's work forward, to

resource our advocacy, and build a reserve to support litigation, public policy, and systems change work for the next decade.

Key Skills, Attributes, and Areas of Expertise

- **Analytical Thinker** – strong reasoning and writing skills to develop case statements for fundraising solicitations, including proposal development
- **Effective Communicator** – can persuasively talk to a wide variety of audiences about issues affecting Native children, families, and communities
- **Inspired Collaborator** – sees endless potential for partnerships and can lead a team to assess viability and value, facilitating goal setting, piloting, assessment, and adjustment of fundraising strategies
- **Comfort with Solicitation** – is an ambassador of NICWA and a primary solicitor on behalf of the organization
- **Strong Project Manager** – can simultaneously manage several staff, multiple fundraising strategies, and adjust complex projects in real time, staying within budget
- **Knowledge of Indian Country** – the ideal candidate has strong existing relationships within Indian Country and will use their people skills and outgoing personality to grow their network

Qualifications

- Bachelor's degree required with emphasis in communications, economics, business, marketing, or related field. Master's degree in nonprofit management, public administration, or related field is preferred
- Five to eight years of relevant work experience in fundraising, communications, business administration/management, public administration, nonprofit management, or other relevant work experience required
- Strong knowledge of Native culture and social service systems with demonstrated working experience with tribal organizations, tribal service systems, and tribal government structures
- Ability to learn and use specific fundraising and donor management software
- Preferred knowledge of organizational development and market trends
- Experience with personnel management and coaching
- Ability to speak, especially unplanned, during presentations and events
- Ability to organize workload and prioritize and manage projects for position, team, and organization



NICWA is proud to be an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, sex, disability, veteran, or any protected status. Interested in the position, but you don't meet all qualifications? We would still love to hear from you. Please explain what skills you would need to improve on or learn in your cover letter.

To Apply

Complete application materials include: a cover letter, resume, and NICWA's employment application (which can be found at <https://www.nicwa.org/employment/>). Please submit completed application materials to Mariah Garcia at mgarcia@nicwa.org. The position will remain open until filled, with the first round of reviews January 16, 2023. Paper application materials may be mailed to:

NICWA
Human Resources Department
5100 S Macadam Avenue, Suite 300
Portland, OR 97239