



# Engineers for a Sustainable World

DESIGN • EDUCATE • BUILD

**Title:** Development Director

**Reports to:** Executive Director

**Team:** Development Department

**Time:** Part-time (10 hours per week)

**Salary:** Volunteer, Required Travel Covered

ESW is nonprofit dedicated to a world of environmental, social, and economic prosperity created and sustained by local and global collective action. We do this through a network of chapters across the world tied together by a core headquarters team of volunteers who want to create a sustainable world outside of their work and academic lives.

The Development Director manages the Development Team, and is in charge of translating programmatic needs (as defined by the Strategic Plan and Executive Committee) into partners and sponsors. Working with the Projects & Education Director, they help draft formal proposals for new programs, and connects those proposals to new or existing contacts to secure resources for programs and operations. They oversee the duties of the Development Department, making sure that relationships are strong and stable between ESW and its funding sources. Finally, they will work with the Executive Director in translating the Strategic Plan to a budget and Development Plan.

To apply, please send a cover letter and resumé/CV to [apply@eswusa.org](mailto:apply@eswusa.org). Please contact us with any questions you may have as well.

## **Responsibilities include:**

- Translating the goals of the Strategic Plan into an annual Development Plan, in partnership with the Executive Director
- Reviewing and assisting with drafting proposals for new programs, in partnership with the Projects & Education Director
- Connecting program proposals with partners and sponsors
- Identifying and developing relationships with potential new program and corporate sponsors
- Holding weekly Development Department meetings
- Attending fortnightly Executive Committee meetings

## **Desired skills and qualifications:**

- Experience in a development role preferred
- Experience in long-term planning and goal setting
- Experience with fundraising campaigns
- Experience in a digital team
- Experience in team leadership and management
- Excellent communication and writing skills
- Able to work well both independently and as part of a team
- General knowledge of the breadth of sustainability topics - expertise not required
- Passion for sustainability, and agreement with our Mission, Vision, and Values
- A current ESW member, or willingness to become a member

