



## **Development Director**

Job Title: Development Director  
Location: Charleston, South Carolina  
Reports to: Executive Director  
Salary: Commensurate with experience

### **Overview**

Charleston Waterkeeper was founded in 2009 to protect and restore Charleston's waterways for our community and for future generations. We do that through an effective mix of boots-on-the-water stewardship and data-driven advocacy designed to protect the public's right to clean water for fishing and swimming.

Simply put, we are watchdogs, stewards, and defenders for clean water. We use science, data, and evidence to stand guard and stop pollution. We teach stewardship and conservation through action to clean up and restore local waterways. And, we hold polluters accountable to make sure all of Charleston's waterways are fishable and swimmable.

### **Description**

The Development Director oversees and executes Charleston Waterkeeper's fundraising and development work. The Director works closely with the Executive Director, board members, and others on fundraising strategy, planning, and execution.

The position requires excellent written, verbal, and interpersonal skills and attention to detail in the execution of fundraising initiatives. The candidate must have strong administrative and time management skills. The candidate should also be competent working with nonprofit fundraising and CRM software like Salesforce, Blackbaud, or Every Action.

The ideal candidate must be a self-starter and a team player with a track record of demonstrated initiative. The Director must be able to succeed in a dynamic, fast-paced environment and capable of managing several ongoing and active fundraising initiatives at the same time. The candidate must also be comfortable with identifying and contacting new potential supporters and introducing them to our work, as well as developing ways to keep existing donors engaged.

While not required, a strong interest in and understanding of local, state, and national environmental and water quality issues is a plus.

Charleston Waterkeeper values hard work, grit, initiative, and passion for Charleston's waterways. Our organizational culture is team oriented. Charleston Waterkeeper's work oftentimes occurs after normal work hours and/or on weekends. The Director must be willing to participate and support other staff members as necessary during these times.

The Director will plan, build, and lead the execution of Charleston Waterkeeper's fundraising and development work. This work requires:

- Developing and implementing an effective fundraising strategy and plan
- Overseeing all fundraising initiatives (annual appeals, digital fundraising, events, business giving, etc)
- Writing grants and fundraising appeals
- Monitoring fundraising best practices and recommending creative strategic ideas
- Managing Charleston Waterkeeper's donor database and identify prospects
- Developing and creating communication materials, including social media and web based communications
- Leading other staff and board members in fundraising work
- Representing Charleston Waterkeeper in the community
- Speaking comfortably and effectively at events
- Working with a diverse set of interest groups
- Developing relationships with board members, donors, supporters, and volunteers
- Supporting other Charleston Waterkeeper activities as needed
- Staying current on local news and environmental issues and engaging in community outreach

## **Qualifications**

Required education and experience:

- Bachelor's degree in related field
- Minimum three years experience successfully raising funds from individual donors, businesses, foundations, and events
- Willingness and ability to attend events and activities beyond normal work hours
- Demonstrated writing and communication skills
- Experience working in fundraising CRM software like Salesforce, Blackbaud, or Every Action, etc.

Charleston Waterkeeper is seeking candidates who bring distinct viewpoints in all forms, including gender, race, ethnicity, age, geography, and mindset. Applicants who will increase the organization's diversity are strongly encouraged to apply. All qualified applicants will receive consideration for employment based upon applicable qualifications, merit, and the needs of the organization.

Charleston Waterkeeper is an equal opportunity employer. We do not discriminate on the basis of race, color, religion or belief, age, sex, national origin, gender identity, sexual orientation, disability, protected veteran status, family or parental status, or any other status protected by state laws and/or federal regulations.

**Please send cover letter, resume, and references: [jobs@charlestonwaterkeeper.org](mailto:jobs@charlestonwaterkeeper.org)**