



Development Specialist

New Haven Promise (NHP), in its 11th year, is a comprehensive education and economic development intervention that breaks the cycle of poverty in New Haven through college preparation, matriculation and graduation, as well as career and civic launch of the city's youth. NHP develops students over a continuum from elementary school through to career launch. Our 3 programmatic pillars are: To: College Access, Through: College Success, And Back: Career and Civic Launch. NHP creates a citywide college-going and career-launch culture critical to the economic vitality of New Haven.

NHP utilizes scholarship aid, k-12 academic and college success, and career launch programming to enhance the city and county of New Haven, CT. With top New Haven institutional leaders serving on its board including - Yale, Yale New Health System, The Community Foundation of Greater New Haven, the city mayor and several regional university presidents - this dynamic social impact entity is building a culture in the public schools and the city in which students aspire to prepare and attend college; provide financial incentives and support for college students; and facilitate the return of Promise alumni to live, work and serve in the greater New Haven community. This award-winning organization, with a plethora of data to prove its success, builds a supportive partner community in New Haven where all young people gain the education and experience required to function productively in a knowledge-based economy in the region. New Haven Promise, a registered 501(c)(3) nonprofit, is a first-of-its kind program in Connecticut dedicated to providing college scholarship support to students in the Greater New Haven area.

Reporting to the President, this Development position is a hands-on, growth position responsible for creating and improving development efforts, as well as executing all aspects of internal development operations including major gifts, special events, direct response, alumni giving, and tracking of potential grant funders. Successful candidates will also coordinate public relations activities relating to fundraising and manage fundraising reporting and annual budget proposals.

The position is responsible for supporting the President and executive volunteers in processes identifying, cultivating, and soliciting individual gifts and grant prospects.

The successful candidate will work closely with NHP's development team, including a development consultant, a grant writer, as well as the Communications Fellow.

In time, with proven success, growth is possible within New Haven Promise.

Minimum candidate experience should include:

- Bachelor's degree plus 2 years of business /nonprofit /education experience. Or Master's Degree plus 1 year of similar work experience.
- MS Office mastery, Google Docs and sheets, exceptional computer skills, attention to detail
- Familiarity with fundraising for nonprofits and with CRMs (customer relationship management platform)
- A track record of project or work accomplishments and their impact
- Experience with event management.
- Ability to learn quickly about NHP's fundraising
- Able to thrive in a fast-paced environment and deliver tangible outstanding results
- Excellent interpersonal, managerial, analytical, organizational and communication skills (both oral and written)
- Capable of both big picture thinking, as well as executing on the details.
- Flexible and enthusiastic; persistent in overcoming obstacles.
- Ability to think and act with efficiency, collaborate with a team. Excellent follow through.
- Strong code of ethics.

Salary range is \$50,000-\$70,000/year

Submit: Cover Letter, Resume and Salary Requirement with your application to Info@Newhavenpromise.com.