

November 3, 2023

Job Announcement: Director of Development & Communications

Rising for Justice (RFJ) seeks an experienced non-profit professional fundraiser with marketing and communications experience to lead its Development & Communications team. This position is part of RFJ's senior leadership team and is responsible for increasing and diversifying revenue streams, enhancing RFJ's profile within the legal community and with the community at large, managing a team of development and communications professionals, and overseeing the operations of the team. This is a full-time hybrid position.

About Rising for Justice:

Created in 1969, RFJ, formerly known as D.C. Law Students in Court, is the oldest clinical teaching program in the District of Columbia. With a staff of thirty and an annual budget of \$5 million, RFJ currently operates as a public interest legal services provider and clinical education program. Its mission is to leverage the collective force of students and experienced advocates to promote the principles of equal access to justice for low-income and indigent D.C. residents.

Much of its work is focused on fighting eviction and displacement. In addition, RFJ represents people seeking to clear criminal records and individuals seeking family stability. The need for services is greater than ever given the COVID-19 pandemic's enormous and disproportionate impact on D.C.'s low-income and indigent communities.

RFJ embraces equal justice and diversity as its core values. It strives to maintain a workplace that is vibrant, welcoming, innovative, and collaborative, and is committed to fostering the thoughtful exchange of ideas to ensure that all voices are heard and respected.

Primary Responsibilities:

- Develop annual fundraising plan, including revenue goals and budget, to further RFJ's strategic priorities;
- Work with Executive Director and key staff to meet revenue goals through event fundraising, individual and law firm giving, grants and contracts, and law schools;
- Oversee annual *Celebration of Service* fundraising event, including the recruitment of Host Committee and volunteers, solicitation of donations, program planning, and logistics;

- Build pipeline of new foundation support;
- Oversee existing foundation relationships, including applications and reporting;
- Monitor compliance with funder requirements, grant assurances and/or contract deliverables;
- Enhance annual giving program through creation of Major Gifts and Planned Giving programs;
- Develop effective donor stewardship program, including donor visits with Executive Director and other RFJ program staff and members of the client community;
- Cultivate national network of alumni as donors and friends of the organization;
- Supervise Development and Communications staff and any consultants hired to assist with development and communications deliverables;
- Oversee RFJ's website and social media accounts (i.e., Twitter, Facebook, Instagram, and LinkedIn);
- Actively communicate with and engage current donor base;
- Manage brand standards and external voice, including all marketing collateral; and
- Expand RFJ's presence in the media as a voice for issues impacting the low-income and indigent communities and as an expert in the provision of legal services.

Qualifications:

The successful candidate must be committed to RFJ's mission; be detailed oriented; and have strong written and verbal communication skills; at least 5–7 years' fundraising experience, with at least 3 years of management experience; a proven track record of securing major gifts; demonstrable experience securing grant support; and a strong ability to prioritize, meet deadlines, and elevate issues as necessary.

The ideal candidate will also have a J.D. and/or experience in fundraising in the legal service provider context; and have experience overseeing social media and other digital communications platforms.

Report to: Executive Director and/or the Executive Director's designee.

Compensation: This is a full-time position based on a 40-hour work week. Salary is commensurate with experience, with a range of \$100,000 to \$115,000. Benefits include employer-paid medical, dental, and vision insurance; generous sick, annual and personal leave; life and disability insurance; and paid federal and local holidays.

To Apply: Each candidate should submit a cover letter and resume by email addressed to Gregory Nolen, Executive Assistant to Executive Director, at hire@risingforjustice.org. Please indicate “Director of Development & Communications, [your full name]” in the subject line of the email.

Application Deadline: Review of applications will begin immediately and will continue until the position is filled.

RFJ's commitment to diversity, inclusion, and non-discrimination includes race, sex, age, religion, national origin, sexual orientation, gender identity/expression, personal appearance, genetic information, political affiliation, marital status, family responsibilities, disability, status as a veteran, and any other characteristic protected by federal, state, or local law or regulation.