



## Position Summary - Director of Development

Restore Oregon seeks a dynamic, proactive and organized individual to lead, manage and advance the organization's development activities. We are looking for someone who, in addition to having the skills below, loves historic places and values the impact that cultural heritage can have in telling the stories of all Oregonians. This is a full-time, exempt position, reporting to the Executive Director.

The objective of this role is to develop and execute strategies for securing financial and other resources sufficient to support Restore Oregon's mission and strategic plan. This position is responsible for all development activities: managing events and appeal campaigns, overseeing the grants program, and actively engaging and growing our donor base, including outreach to individual donors at all levels and prospects. This position will closely collaborate with a small team of staff, supervise a part-time Events & Development Associate, and coordinate development activities with the Board of Directors and Executive Director.

Restore Oregon's organizational culture is suited to a self-directed, entrepreneurial-minded individual who thrives on multi-tasking and collaboration with a flexible, goal-oriented, and positive outlook.

## Organization Description

Founded in 1977, Restore Oregon is a statewide, 501(c)(3) nonprofit organization, supported by members/donors, led by a volunteer board, and staffed by professionals, who empower Oregonians to reimagine and transform their communities through the preservation and reuse of historic and cultural places. We work on the front lines and behind the scenes to leverage relationships, resources, and creativity to create a vibrant and equitable future where inclusive preservation and reuse are integral to solving the challenges we face. We advocate for effective policies and incentives, deliver quality educational programs, and directly intervene to save endangered places that matter to Oregonians.

See our [Strategic Framework](#) that guides this work.

## Duties and Responsibilities

- Lead the organization's fund development and revenue plans for an annual operating budget of over \$500,000.
- Identify, cultivate, and grow a base of financial supporters from individuals to corporate sponsors. Manage all current and prospective donor information in collaboration with Events & Development Associate.
- Manage one part-time staff member (Events & Development Associate) and work closely with the Marketing & Design Associate to achieve overall development goals.