

**Development Director  
Environmental Leadership Program  
Washington DC**

The Environmental Leadership Program (ELP) has an immediate opening for a Development Director to lead the creation and implementation of major gift and individual fundraising strategies. ELP is entering an exciting period of growth and seeks a talented individual eager to advance the organization's ambitious growth plan. The Development Director will serve as part of the key senior management team responsible for moving the organization forward.

**Background:**

ELP is a national nonprofit organization that provides training and support to a network of more than 350 visionary, action-oriented, emerging environmental leaders. Through regional fellowship programs and a national community of alumni, ELP teaches emerging environmental leaders how to lead groups and institutions effectively, communicate with a broad public, and reach out to new political allies. ELP strives to create a community comprised of individuals working on a range of issues and from diverse backgrounds who can collaborate across the environmental field and beyond. ELP is committed to fostering a reflective, diverse environmental movement capable of responding to our complex social and environmental challenges. For more information about ELP's work, please visit our website at [www.elpnet.org](http://www.elpnet.org).

**Job Responsibilities**

The Development Director will:

- Lead all major donor research, cultivation, and solicitation;
- Engage ELP's Board of Trustees, Regional Advisory Committees and fellowship community in volunteer fundraising;
- Expand and implement ELP's annual appeal, electronic appeals, and individual donor communications;
- Oversee tracking systems for pledges, gifts, grants, and donor acknowledgement;
- Oversee the design, content, and use of all fundraising materials and newsletters; and,
- Work with program staff to organize regional fundraising events for individuals and major donors.

**Qualifications:**

- o A highly motivated fundraiser with 3-5 years of experience in development, and at least two years experience with a proven track record in major gifts and individual fundraising;
- o Demonstrated success recruiting, motivating, and guiding volunteer fundraisers;
- o Outstanding writing, editing, and public communication skills;

- o Willingness to travel frequently;
- o A passion for environmental and social change issues;
- o Ability to work with people and institutions representing diverse ethnic, racial, and socio-economic backgrounds and sectors.

The Development Director will play a key role in significantly expanding ELP's development efforts, both in the setting of strategic directions for fundraising and in the tactical implementation. ELP offers a competitive salary commensurate with experience, with excellent benefits including health, dental, vision, and a retirement plan. ELP also offers a flexible, collegial workplace, a team atmosphere, and an opportunity to work with an extraordinary community of emerging leaders.

To apply, please send a cover letter and detailed resume via e-mail as Microsoft Word attachments to [developmentdirector@elpnet.org](mailto:developmentdirector@elpnet.org) by April 11, 2008. Please paste application cover letter in the text of your application email. Applications will be reviewed on an ongoing basis.

Email is preferred, but applications also can be mailed to:

Development Director Search  
Environmental Leadership Program  
1609 Connecticut Avenue NW, Suite 400  
Washington, DC 20009  
NO PHONE CALLS, PLEASE.

ELP supports diversity in all programs and staffing. We encourage you to provide details in your cover letter about the diverse perspectives you bring. People of color and individuals from other underrepresented groups are strongly encouraged to apply.