



210 E. CAPITOL STREET, SUITE 1800 (39201)
P.O. BOX 1023
JACKSON, MS 39215-1023
601.352.2269
Fax 601.352.4769
www.mscenterforjustice.org

A Mississippi Nonprofit Corporation

JOB ANNOUNCEMENT DIRECTOR OF PHILANTHROPY

The Mississippi Center for Justice (“MCJ”) seeks a talented professional to lead our development and fundraising program, to include our annual giving program, special events, and increase overall contributions from individuals, corporations, and law firms.

MCJ is a nonprofit, public interest law firm committed to advancing racial and economic justice statewide. Our lawyers work with community leaders to support their social justice campaigns and to channel the energies of the legal community to combat discrimination and poverty. With offices in Jackson, Biloxi, and Indianola, we seek systemic solutions that fight Black land loss due to heirs property issues, support a fair and just criminal justice system for juveniles and adults, protect the rights of consumers, secure access to healthcare, protect voting rights for all, and make fair and affordable housing available for all Mississippians.

Position Summary

The Director of Philanthropy will hold organizational responsibility for the success of fundraising programs, including foundation giving, government grants, special events, and individual giving; ensuring best practices are implemented consistently across all organizational development systems.

This is an ideal leadership opportunity for a person who has a passion for civil rights and racial equity and the drive and skills to advance the organization’s growth. The Director of Philanthropy will report directly to our President/CEO and serve on the executive team and will coordinate with our Communications Director to strengthen our marketing and donor cultivation and outreach efforts, and increase our brand and visibility. Ideal candidate must have proven track record of managing and leading a development support team.

Job Responsibilities

- Working closely with the President/CEO to develop a strategic fundraising plan with specific goals, targets and processes to increase revenue across categories, including: major donors, gala and other special events, law firm and corporate giving, and annual appeals
- Overseeing and upgrading the Center’s fundraising database and managing administrative staff to ensure the database is up to date and developing other systems needed to support aggressive fundraising
- Prospecting and responding to grant proposals consistent with and in support of the Center’s mission
- Collaborating with advocacy staff to monitor active grants and draft and finalize reports to grantors

- Ensuring best practice use of analytics, data, and metrics to forecast and track progress and success of fundraising goals, strategies, and tactics
- Working with the Advocacy Director(s) and Campaign Directors to prospect, cultivate and/or expand current institutional (foundations, corporations, government) giving programs
- Identifying top individual and institutional gift prospects to advance funding through annual and multi-year gifts
- Planning and executing current annual fundraising events and developing smaller, more targeted fundraising and cultivation events, including, but not limited to, planned giving and endowments
- Working in close partnership with President/CEO and Board to increase capabilities in individual and institutional donor engagement, solicitation, and stewardship
- Working closely with the Center's communications team to creatively communicate with current and prospective donors and foundations to strengthen relations and ensure connectivity
- Working with the Center's communication team to build and integrate a digital marketing strategy across social media platforms
- Collaborating with the Center's communications team to develop fundraising communications materials, including print, audio visual and interactive pieces to build our brand identity
- Overseeing the Center's direct response program, including collaborating with staff to write copy for periodic and year-end appeals
- Recruiting, hiring, and managing development team aligned with strategy to accomplish stated goals

Qualifications

- BA (required), MA (a plus)
- Five or more years of direct experience with planning and executing special events, as well as annual campaigns that raise funds from individuals and institutions
- In-depth knowledge and success in foundation solicitation and grant writing experience
- Experience evidencing a commitment to social justice and the capacity to embrace MCJ's mission and ability to articulate our values and vision to all stakeholders
- Experience leading and/or serving on development teams for nonprofit organizations or educational institutions
 - Experience with making direct asks and working directly with board members to create prospect lists
- Experience with marketing and brand building, including digital marketing
- Experience and success in the cultivation and stewardship of donor networks through a variety of creative outreach strategies, including events and communications

- Experience in managing and manipulating CRM systems/fundraising databases, such as E-Tapestry, Salesforce and/or Raiser's Edge or other donor management systems, and experience in using Excel, Power Point and Word
- Excellent written, interpersonal and verbal communication skills
- Team player with excellent organizational, networking, and relationship-building skills
- Self-starter who is able to multi-task

Salary/Benefits

Salary is competitive and dependent on experience. The Mississippi Center for Justice offers a generous package that includes medical, life and dental insurance, generous leave, participation in a retirement savings program, and other benefits.

To Apply: Please send brief letter of interest, resume with three (3) professional references, including two (2) from former employers, to:

Shakyrá Graves, Administrative Assistant to the President/CEO
sgraves@mscenterforjustice.org

Please, no telephone inquiries.

The position will remain open until filled.

The Mississippi Center for Justice is an Equal Opportunity Employer. We value a work place that is diverse in race, gender, economic status, age, geographic origin, sexual orientation, and other differences that enrich our organizational culture.