



Job title: Development & Membership Director

Supervisor: Executive Director

Location: Remote, or in Philadelphia, PA

Travel Requirements: Occasional

About Impact:

Indian American Impact (“Impact”) is a national organization that elevates the voices of Indian Americans, South Asians, and all historically excluded communities to ensure that every level of government reflects the diversity and values of the people it serves. We envision an inclusive, multi-racial democracy where the Indian American, South Asian, and all historically excluded communities are represented, empowered, and engaged in the pursuit of equity and justice in America.

Position Summary:

Reporting directly to the Executive Director, the Development and Membership Director is responsible for overseeing and executing on all fundraising activities for Impact, including major gifts, grants, corporate sponsorships, grassroots fundraising strategy, and membership cultivation. This is a great opportunity for an experienced, connected and motivated fundraiser to further advance the political power of communities of color in the United States.

Duties and Responsibilities:

Development strategy:

- Oversee all development and finance efforts for Impact organizations, including a 501c4, 501c3, and political action committees
- Develop a multi-year development plan and fundraising goals that reflects a diverse portfolio of donors and promotes Impact’s long-term sustainability
- Serve as the primary liaison for all Impact Board Members and their fundraising efforts, including creating and managing individual fundraising plans for each Board Member
- Working across teams, prepare Impact’s annual reports and materials for Impact’s Boards of Directors
- In partnership with the Digital Director and external consultants, execute Impact’s digital fundraising program
- Write grant proposals to secure funding for Impact’s programs and support the program team with reporting and grantor relationship cultivation

Donor and member cultivation:

- Execute Impact’s individual major donor program aimed at increasing support from individuals who support building political power for the South Asian American community across the country
- Build and maintain a donor portfolio of at least 250 individuals at all times, including lapsed, current, and prospective funders



- Proactively connect with all donors to IMPACT giving over \$500, serving as their direct contact for inquiries and opportunities to support the organization
- Manage and support staff, including a finance assistant and executive assistant, with donor prospecting and staffing regular call time

Events management:

- Create and execute a national annualized fundraiser for Impact to attract donors at all levels with the goal of netting \$500,000
- Host at least 10 fundraising events for Impact or Impact's endorsed candidates
- Curate regular unique opportunities and events for Impact's Leadership Circle, members, and major contributors

Ideal Qualifications:

The Membership and Development Director will be an experienced fundraiser with at least 5 years of development experience for campaigns, non-profit and/or advocacy organizations. Other desired attributes, competencies, and skills include:

- Demonstrated skill and passion for building political power in underrepresented communities
- 5+ years of development experience for campaigns, non-profit and/or advocacy organizations
- Direct experience personally securing gifts at the \$10,000 plus level
- Familiarity with both non-federal and federal campaign election laws.
- Knowledge of working with and upwardly managing Boards of Directors arounds fundraising
- Past experience managing and/or overseeing fundraising events, ideally through in-person and virtual events
- Proven ability to increase resources through previous experience, preferably within campaigns
- A desire to grow as a professional through this experience with a collaborative and positive attitude
- Motivation to join a young organization that is seeking to build influence and political power for South Asians over the coming years ahead
- When safe, the willingness to travel to meet with donors and stakeholders across the country

Culture and Compensation:

At Impact, we believe that one of the best ways to invest in our mission is to invest in our team. We offer competitive salaries and a benefits package that includes full healthcare and dental coverage, 401(k) with employer match, three weeks paid time off plus national holidays, 12 weeks paid family leave, and a professional development stipend. The Membership and Development Director will be employed as a full-time position with a salary range of \$80,000-\$105,000.



How to Apply:

To apply, please complete the form at www.iaimpact.org/jobs and include a resume and cover letter. For questions about the position, please contact Sarah Shah at sarah@iaimpact.org. We will review applications on a rolling basis until filled.

Impact is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, or veteran's status.