

WARREN VILLAGE

Transforming Parents' Lives. Improving Children's Futures.

LEADERSHIP OPPORTUNITY Vice President of Development

WHO WE ARE

Warren Village exists so low-income, single-parent families can achieve sustainable personal and economic self-sufficiency.

Having served nearly 4,800 children and parents since 1974, our Two-Generation (2Gen) approach transforms parents' lives, improves children's futures, and strengthens the community. Our organization's holistic approach includes safe and affordable housing, parent services and advocacy, and early education and child care.



Located in Denver's Capitol Hill neighborhood, Warren Village was established when citizens and business professionals saw an influx in the number of single-parent families struggling to subsist. These community members wanted to build a program that gives those families a chance at economic independence.

Warren Village offers families three primary services:

- With safe, consistent and affordable housing, families can break the cycle of poverty and achieve self-sufficiency. Warren Village offers two-to three-year transitional housing in 93 apartments accommodating single-parent families. 100% of the single parents who reside or come to Warren Village were homeless or unstably housed.
- Warren Village pairs each resident with a Family Advocate who has specialized training in core areas fundamental to resident growth and completion in the program including, post-secondary education, career development, housing and personal finance, child development, and youth programming.
- The United Airlines Early Learning Center, conveniently located on the garden level of Warren Village, provides high-quality, on-site developmental care and licensed early childhood education for more than 100 children ages 6 weeks to 10 years. It is currently in its fourth consecutive, five-year term as a nationally accredited program by The National Association for the Education of Young Children (NAEYC).

Learn more at WarrenVillage.org



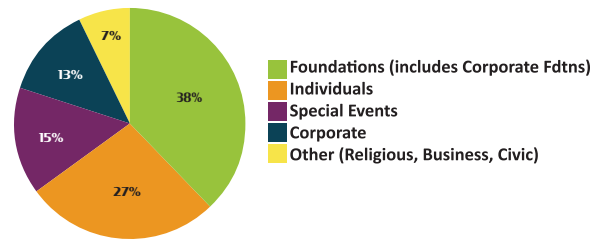
POSITION OVERVIEW

Reporting to the President and CEO, the Vice President of Development (VPD) serves on the leadership team of Warren Village and is responsible for the strategy, oversight and implementation of all fundraising, marketing, volunteer and resource development activities. The VPD manages, mentors and motivates a team of five development professionals in a relationship-based approach to increasing awareness, revenue and resources for the organization. Focused on creating and implementing the vision, plan, tactics and infrastructure needed to significantly increase contributed revenue above the current \$2.4M annually raised, the VPD oversees all aspects of the cultivation and stewardship of major gifts, federal and state grants, corporate partnerships, special events, volunteers, and foundation support.

The VPD expands and diversifies Warren Village's donor base and pipeline by coaching and partnering with the President and CEO, organization and development team members, the board of trustees, committees, and other ambassador groups. The VPD confidently and charismatically builds and deepens donor relationships, Denver connections and civic partnerships. This position helps creatively elevate the brand, inspires the community and represents the organization. The VPD plays a critical role in the future success and expanded impact of Warren Village.

STRATEGIC GOALS

The incoming Vice President of Development will have the opportunity to make a significant impact on Warren Village's goals to support families in our community. Our financial resource base is strong, and we have long term supporters who have shown a deep commitment to enabling our work. At a summary level, these supporters will provide close to \$2.4M in resources in the coming fiscal year, out of a total budget of \$5.4M:



Some of the specific initiatives which the incoming VPD will lead include:

Increase Funding Resources

- Significantly increase total contributed revenue from \$2.4M annually to meet future impact and growth priorities
- Develop and implement a comprehensive Annual Fundraising Plan
- Develop a robust pipeline of major individual and corporate donors
- Significantly expand our corporate partnership program

Strengthen our Team and Embed a Culture of Philanthropy

- Foster a strong, authentic team connection, increasing collaboration, improving structure and integrating shared ownership of results
- Strengthen the fundraising capabilities and expertise of staff members and volunteer leaders
- Expand the Board of Trustees' philanthropic culture and capacity



WHAT IT TAKES

Leading the fundraising and external relations functions for Warren Village takes a skilled, committed professional. We look for candidates who can commit to our core values and who have the experience needed to move our organization forward.

Qualified candidates will have high energy and a demonstrated passion for our mission.

Additionally, we seek candidates who have:

- Minimum of seven years of professional experience in a nonprofit organization including demonstrated success in a development leadership role with personnel management responsibilities
- Tangible experience of cultivating and expanding existing and new donor relationships with a focus on individual and corporate giving
- Experience creating, implementing and managing a relationship-based moves management system with multiple relationship managers
- Experience with sophisticated (high frequency, analytically robust) use of donor management software
- Experience working with all Microsoft Office applications
- Undergraduate degree preferred

We want to hear from you if you are:

- A strategic thinker who can support and advise the President and CEO on issues related to fundraising and programmatic growth, organization replication and the pivotal role partnerships play
- An inclusive and collaborative leader who can develop, inspire and empower their team to exceed current performance levels
- A confident individual who can manage up to the CEO and Board and understands the intricacies of working with a Board of Trustees

Successful leaders in Warren Village also have these abilities and skills:

- Excellent communication skills, both written and oral, with the ability to influence and engage a wide range of donors and build long-term relationships
- Flexible and adaptable style; a leader who can positively impact both strategic and tactical fundraising initiatives
- Energetic with an understanding of the value of creativity
- Possess a spirit of innovation and a love for learning new ways of working with a variety of communities
- Ability to work both independently without close oversight, but also as a team player who will productively engage with others at varying levels of seniority within and outside Warren Village
- Strong organizational and time management skills
- Exceptionally conscientious with incredible attention to detail

OUR CORE VALUES

ACCOUNTABILITY We hold our staff, volunteers, board, residents and all involved with Warren Village, responsible for their actions. We understand that meeting our individual and collective obligations is fundamental to achieving our mission and upholding our commitments to the public.

COLLABORATION We realize success is a product of teamwork and believe in the power of individual commitment to a group effort. We foster partnerships within our own organization and with our broader community.

EMPOWERMENT We help our residents leverage their unique strengths on their journey to reach their full potential. We foster an environment in which staff, board members, volunteers, and donors can make a lasting impact on the organization and community.

EXCELLENCE We strive for operational excellence.

INCLUSION We are committed to diversity in all its forms and value individual perspectives and contributions. We create an environment of inclusiveness in which all feel valued and heard.

INTEGRITY We are consistently transparent, truthful and ethical in our actions and communications.

COMPENSATION AND BENEFITS

We offer a competitive, comprehensive set of benefits to our full-time staff members:

- Compensation commensurate with experience
- 403(b) plan with company match up to 2%
- Group health, dental, and vision insurance (low to no cost premium plans offered)
- \$400 monthly stipend for health and other benefit costs
- Paid holidays – 9 to 10 per year currently
- Generous Personal Time Off (3 weeks per year in first year, 4 weeks in subsequent years)
- Generous sick time (8 days per year)
- Professional Development allocation



READY TO APPLY?

If you are ready to step up to this challenge, then we want to hear from you. Please send a cover letter, resume, and your salary requirements to:

careersVPD@warrenvillage.org

All applications are to be submitted electronically. To learn more about this position and our work, please visit us at WarrenVillage.org.

Warren Village is proud to be an Equal Opportunity Employer. We are committed to equal employment opportunity regardless of race, color, religion, sex (including pregnancy or related medical conditions), national origin, veteran status, sexual orientation, gender identity, age, disability, marital status, or other protected category. If you have a disability or special need that requires accommodation, please contact us at careers@warrenvillage.org.



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