



**Title: Development Director, Oakland**  
**Reports to: Vice President, Philanthropy**  
**Type: Full-time/Exempt**  
**Location: Oakland, CA**

**Who We Are:**

buildOn is a not-for-profit organization working to break the cycle of poverty, illiteracy and low expectations through service and education. We're not a charity, we're a movement.

In the United States, we run intensive service learning programs in under-resourced, urban high schools in six major cities. Through these programs, buildOn empowers youth to transform their communities through high-impact service. Over the last 28 years, buildOn has empowered more than 100,000 urban youth to contribute more than 2.2 million hours of service that has touched the lives of more than one million people living below the U.S. poverty line. Moreover, 98% of buildOn students graduate high school, and most go on to college.

Globally, teams of students from buildOn programs fan out across the world to help build schools in the economically poorest countries on the planet. We have now built over 1500 schools in Haiti, Nicaragua, Mali, Burkina Faso, Senegal, Malawi and Nepal. More than 2.6 million children, parents and grandparents have attended these schools so far, while more than 200,000 attend buildOn schools every day. At least, 50% of these buildOn students are girls or women. Most importantly, community members have organized leadership committees and contributed more than 2.6 million volunteer work days to building their schools.

We hope you'll consider joining our team!

**Who We Want:**

We are seeking a purpose-driven entrepreneurial leader who is passionate about buildOn's mission to lead buildOn's fund raising in the Bay Area. Reporting to the Vice President of Philanthropy, this position will play an integral part in building relationships in the Bay Area that will fuel buildOn's programs in Oakland. The position will be based in the Oakland office.

The Development Director, Oakland will serve as a key ambassador for buildOn. He/she must be a self-starter committed to proactively identifying and stewarding potential donors that believe in buildOn's mission. The Development Director must also be a proven fundraiser with excellent communication skills. Most importantly, the ideal candidate must demonstrate a history of building successful fundraising campaigns, will be able to hit the ground running, and is inspired to make a difference in the lives of young people in Oakland and around the world.

**What You'll Do:**

- Fundraise for buildOn's service/service learning programs in Oakland and global school construction.
- Work directly with the buildOn West Coast board members whose focus is raising awareness and revenue for our programs in Oakland.
- Grow a robust portfolio of corporate, foundation and individual investors.
- Work with our marketing team to grow buildOn's annual fundraising event in San Francisco.
- Cultivate and steward relationships with mid- and major gift donors that will lead to sustained multi-year revenue. Be comfortable stewarding and soliciting gifts of \$10,000+.
- Identify and cultivate relationships with Bay Area foundations that invest in education and service.

**What We Value:**

We've identified a set of core competencies which you'll need to thrive within the buildOn family.

- **ENTREPRENEURIAL SPIRIT:** The ability to take calculated risks and see all possibilities to build something great from nothing.
- **HUNTER MENTALITY:** Identifies, cultivates, and secures donations from new prospects.



- **PERSUASIVE COMMUNICATOR:** Strong oral and written communicator, especially around storytelling.
- **RELATIONSHIP BUILDING:** Builds authentic mission-driven relationships with donors.
- **FUNDRAISING ACUMEN:** Closes the deal.

**What You Bring:**

- Bachelor's Degree required, Masters preferred.
- 3-5 years of sales or fundraising experience – preferably managing a new or growing program.
- Proven track record in fundraising including major giving, corporate relations, events, peer-to-peer fundraising.
- Extensive knowledge of and relationships within the Bay Area philanthropic community – especially focusing on education and service/service learning.
- Ability to multitask, work independently as well as collaboratively with staff located around the country.
- Ability to identify and engage new and prospective donors and funding partners.
- Experience tracking communication and donor activity in a CRM, preferably Salesforce.

**What We Offer:**

We offer a competitive compensation package, including: salary commensurate with experience, generous paid time off; a comprehensive benefits package including medical, dental, vision insurance, a flexible spending account, employee assistance program, retirement plan with an employer matching plan, commuter benefits, disability as well as life insurance. In addition, you will have the opportunity to work alongside mission-driven and dedicated colleagues across the world who are committed to breaking the cycle of poverty, illiteracy, and low expectations through service and education.

**Apply Here:**

Please send a resume and cover letter to [DevelopmentJobs@buildon.org](mailto:DevelopmentJobs@buildon.org)

Our Commitment to Equity, Diversity and Inclusion

buildOn is committed to building and maintaining an inclusive environment that drives innovation, strengthens ONE buildOn and bolsters a cultures where people truly feel valued, heard and respected. buildOn provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or veteran status.

To learn more about buildOn, please visit our website at [www.buildOn.org](http://www.buildOn.org)