Title: Director of Membership and Development
Supervisor: Executive Director
Location: Hopewell, NJ
Date Prepared: June 7, 2024
Start date: Immediate
Work style: Hybrid
Compensation: Full-time, $25-$30/hour ($52,000-$62,000 annually)

The Sourland Conservancy
Located in the heart of the most densely populated state in the nation, the 90-square-mile region sequesters carbon and provides fresh air and critical habitat for people and animals — including 57 state-listed, threatened, and endangered species. Streams that begin their journey on the Mountain flow into rivers that provide clean drinking water for millions of people in New Jersey and Pennsylvania. Resident and migratory birds, fish, and other animals rely on the Sourland forest to provide crucial food, shelter, and breeding areas.

The Sourland Conservancy plays a critical role in protecting the Sourland Region. The Sourland Conservancy’s mission is to protect, promote and preserve the unique character of the Sourland Region. We value inclusion, knowledge, respect, and diversity.

Director of Membership and Development: This position is the lead for all development and fundraising activities for the Sourland Conservancy, including but not limited to individual giving, business partnerships, grants, and annual member events. They will be the primary contact for active donors, business partners, and foundations. They will work to engage, build relationships with, and raise funds from existing donors, while creating innovative ways to cultivate new relationships. We are looking for someone that is flexible, proactive, and resourceful. This role reports directly to the executive director. Click this link to view the complete job description.

Qualifications:

- Agile thinker and problem solver with exceptional writing and communication skills.
- Resourceful, creative, and flexible in navigating needs and priorities.
- Degree in Communications, public administration, marketing, or similar field preferred.
- Ability to work independently and collaboratively across the organization in both an in-person and remote setting.
- Strong time management and project management skills, and ability to run reports and analyze data required.
- 1-3 years of prior fundraising experience in a nonprofit or foundation a plus.
- Strong technical knowledge of Microsoft Office Suite, Google platforms, and video conference.
- Knowledge of DonorPerfect or similar donor CRM is a plus.
- Experience using project management tools like Trello is a plus.

Qualified applicants are encouraged to apply. Salary will be based on a candidate’s specific education and work experience. We would like to fill this role immediately.

The Sourland Conservancy is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, family status, or veteran status. The Sourland Conservancy values a diverse workplace and strongly encourages women, people of color, LGBTQ+ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.

To Apply
Please send a resume, cover letter, and contact information for two references in one PDF document to jobs@sourland.org. Applications will be reviewed and interviews will be scheduled on a rolling basis.