



KID Museum Director of Development

About KID Museum

KID Museum is the region's pioneering experiential museum and educational makerspace. We empower the next generation with the skills to invent the future. Through hands-on programming for kids and youth (ages 4-14), we challenge young people to be active makers, who harness their creativity, curiosity and compassion to build a better world. We design and deliver programs across the full continuum of learning for kids in pre-k through middle school in partnership with educators and schools. Our onsite programs, community events, and live, virtual sessions encourage families to learn and explore together, engage kids in driving their own learning, and support educators in the classroom. We are deeply committed to equity, diversity and inclusion, and consistently prioritize reaching low-income students of color with these transformative learning experiences that unlock opportunity for personal and economic growth.

Through deep, embedded learning partnerships with local public and independent schools, we support students and teachers in developing new skills and the "mind of a maker." This philosophy embodies the mindset that we believe will be necessary for the next generation to successfully compete in an increasingly diverse, interconnected, and rapidly changing workforce, driven by technology.

We empower the next generation with the skills to invent the future, and the mindsets, habits, and skill-sets we teach are practical and powerful in everyday life. We are part of a growing movement to remake education for every young person, putting them in the driver's seat and trusting them to be agents of change. For more information, please visit www.kid-museum.org

Position Overview

KID Museum is seeking a **Director of Development** to work directly with the Executive Director to manage all aspects of the organization's fundraising efforts. They will have a unique opportunity to engage with key partners and donors at the local and national level to create a culture of philanthropy that will support the organization's growth and impact.

This position is a member of the Leadership Team, reporting to the Founder & Executive Director, and is responsible for designing and implementing an effective fundraising strategy, serving as the frontline fundraiser for the organization.

The successful candidate will have a Bachelor's degree, plus a minimum of eight years experience in nonprofit development leadership; an advanced degree is a plus. They will have proven experience building the infrastructure to successfully manage this scope of work, including demonstrated experience collaborating on a small team and managing staff and consultants to support the organization's goals. The successful candidate will have a proven track record with cultivating and soliciting individual and institutional donors, and strategic moves management related to donor engagement. Experience developing and executing on organizational fundraising strategy, overseeing all aspects of an organization's fundraising program and goals is required. The successful candidate also will have demonstrated experience with government advocacy, foundation engagement, and development of grants from public and private sources.

This is an excellent opportunity for a talented leader to be a part of an organization that has established itself as a significant resource for children and families in the greater DC metropolitan region. The Director of Development will be a core member of the organization's leadership team, with the opportunity to grow with the organization over time.

Essential Job Functions

- Oversee and manage fundraising efforts, building strong and successful relationships, maintaining communications with donors, and collaborating with staff to effectively execute fundraising events.
- Plan, organize, and lead implementation of the organization's fundraising strategy, including all individual, corporate, government, and foundation giving.
- Serve as the frontline fundraiser for KID Museum, developing relationships with individual, corporate and foundation contacts that lead to donations supporting the Museum's mission and growth.
- Collaborate with the program and operations teams to write grant proposals and adhere to all reporting requirements and deadlines.
- Research and develop new grant opportunities for the organization to pursue.
- Work with the Executive Director and Board of Directors to increase individual, foundation and corporate prospect pipeline and to evolve the museum's fundraising strategy to establish long-term financial stability.
- Serve as a liaison with Board Committees, scheduling regular meetings, crafting agendas and ensuring timely communication of relevant organizational updates.
- Support Board member recruitment, orientation and onboarding.
- Research and qualify new possible donors for the organization and steward current donors, ensuring renewal of funding and strengthening relationships.
- In collaboration with the marketing and communications team, develop compelling fundraising materials, campaigns and fundraising events consistent with KID messaging and fundraising goals.

- Develop and manage infrastructure to drive regular engagement with local and national prospects, to include in-person meetings, phone calls, cultivation and fundraising events, newsletters and social media.
- Manage and provide direction to Development Associate responsible for supporting database management, donor acknowledgements/ recognition and overall prospect management.
- Manage external consultants and provide relevant updates to organizational leadership.
- Ensure accurate record keeping in the donor database and work with internal staff to pull reports for goal setting, strategic planning and annual reports.
- Successfully complete other duties as assigned.

Qualifications

- Demonstrated ability to write compelling, clear, jargonfree proposals and advancement communications collateral.
- Excellent leadership skills; able to mentor, develop and motivate development professionals.
- Strong public speaking and presentation skills to serve as organizational spokesperson.
- Knowledge and proficiency in managing a donor database, Salesforce experience is a plus.
- Passion for programs supporting youth development, education reform, STEM and cultural exploration.
- Comfort working independently in a fast-paced, entrepreneurial environment with a small staff – a strong team player with excellent communication and interpersonal skills will thrive in this environment.
- Be a self-starter with strong attention to detail, and proven experience managing multiple priorities.
- Able to work closely with a highly professional Board of Directors and Board Committees.
- Excellent time management, organizational, and follow-up skills.
- Adaptable, flexible, patient, and able to work with little outside direction.
- Able to perform with a high degree of professionalism.

The successful candidate must be able to perform the above tasks independently, accurately, reliably, and in a timely manner. Compensation will be commensurate with experience. A comprehensive benefits package will also be included. Please send a cover letter and resume to careers@kid-museum.org for consideration.

Diversity, Equity and Inclusion are important, interdependent components of everyday life at KID Museum and are critical to our pursuit of excellence. KID Museum is an equal opportunity employer and does not discriminate against any employee or applicant for employment based on race, color, religion, national origin, age, gender, sex, ancestry, citizenship status, mental or physical disability, genetic information, sexual orientation, veteran status, or military status.