



## **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 diversity, equity, accessibility and inclusion, and consistently prioritize reaching underserved students of color with these transformative learning experiences that unlock opportunity for personal and economic growth.

Through deep, embedded learning partnerships with local schools and school systems, 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](http://www.kid-museum.org)

### **Position Overview**

KID Museum is seeking a **Director of Development** to work directly with the Chief Advancement Officer to manage the organization's fundraising efforts. The successful candidate will have a unique opportunity to engage with a highly effective team across the museum to create a culture of philanthropy that supports the organization's growth and impact.

This position reports to the Chief Advancement Officer, and is responsible for designing and implementing an effective fundraising strategy.

The successful candidate will have a Bachelor's degree, plus a minimum of eight years' experience in nonprofit development leadership. The position requires proven experience building the infrastructure to successfully manage this scope of work, including demonstrated experience collaborating with a small team and managing staff and consultants to support the organization's goals. Experience developing and executing on organizational fundraising strategy, and setting revenue targets and goals is required. The ideal candidate will have a proven track record cultivating, soliciting, and securing contributions from individual and institutional donors, and building systems to ensure donor engagement. Prior experience working with programs that support youth development, education reform, STEM, and cultural exploration is needed. Knowledge of and proficiency in managing a donor database, Salesforce experience is a plus.

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 and is poised for national growth. The Director of Development will be a member of the organization's leadership team, with the opportunity to grow with the organization over time.

### **Essential Job Functions**

- Develop and oversee the organization's short and long term fundraising strategy across multiple donor types, including corporate, individual, government, and foundations.
- Manage prospecting efforts and qualify new leads, including government and foundation grants, individual donors, and corporate giving.
- Partner with marketing team to develop compelling fundraising collateral to support campaigns, events, and individual outreach.
- Oversee grants management for the organization, including prospect research, development, reporting, and tracking.
- Develop and implement a robust stewardship strategy that fosters ongoing, meaningful engagement with donors.
- Play a lead role in developing, producing, promoting, and attending virtual and in-person fundraising events.
- Oversee Development Manager and Partnership Engagement Manager, ensuring both roles have the support, guidance, and direction they need to thrive. Work closely with programs and operations teams and manage consultants as needed.
- Provide oversight on database management and record-keeping to ensure fidelity and accuracy of fundraising data. Leverage database information to create a development dashboard.
- Support Board member recruitment, orientation, and onboarding. Serve as a liaison with Board Committees, scheduling regular meetings, crafting agendas, and ensuring timely communication of relevant organizational updates.
- Successfully complete other duties as assigned.

### **Minimum Qualifications**

- Excellent leadership skills; able to mentor, develop, and motivate internal development team and consultants.
- Demonstrated ability to write compelling, clear, jargon free proposals and advancement communications collateral.
- Skilled at working on and executing funding strategies.
- Able to work independently in a fast-paced, entrepreneurial environment with a small staff; must be a strong team player with excellent communication and interpersonal skills.
- Be a self-starter with strong attention to detail, and proven ability to balance multiple priorities.
- Able to work closely with an active and engaged Board of Directors.
- Excellent time management, organizational, and follow-up skills.
- Adaptable, flexible, patient, and able to work with little outside direction and adapt quickly to change.
- Available to attend occasional evening and weekend events and programs.
- 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](mailto:careers@kid-museum.org) for consideration.

*Diversity, equity, accessibility 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.*