



POSITION SPECIFICATION

DIRECTOR OF DEVELOPMENT

Shanti Project

San Francisco, CA

Leadership Search Partners

is a search firm focused exclusively on the nonprofit sector. Based in San Mateo, the firm works with local, national, and international nonprofits to help them hire exceptional senior-level leaders.

Managing Director Scott Staub, ACFRE

is leading this search assignment. Inquiries may be made, in confidence, to Scott at Scott@leadershipsearch.com.



TITLE: Director of Development

ORGANIZATION: Shanti Project

LOCATION: San Francisco, CA

REPORTS TO: Executive Director

MISSION

Shanti Project exists to enhance the health, quality of life and well-being of people with terminal, life-threatening or disabling illnesses or conditions. Through a continuum of services, including in-home and onsite patient and care navigation, emotional and practical support and preserving the human-animal bond, Shanti strives to achieve the highest medical and quality of life outcomes for San Francisco's most vulnerable.

ABOUT THE ORGANIZATION

Dr. Charles Garfield founded the Shanti Project (Shanti) in 1974 as a young psychologist working on UCSF's oncology unit. It was there that he became aware of the profound isolation and loneliness experienced by so many of his patients as they faced a short life span. He resolved that no one should have to experience a life-threatening illness alone. This was the beginning of San Francisco Bay Area's **Shanti Project**, one of the first organizations in the world to train lay volunteers to treat what mainstream medicine does not and cannot treat - isolation and loneliness.

In the early 1980's as cancer wards were spread thin with patients dying from AIDS-related opportunistic infections, Shanti expanded to embrace this population and quickly became a central leader and crucial partner in San Francisco's community-based response to the epidemic. Throughout Shanti's history, it has evolved to respond to changing community needs. Today, Shanti is home to a host of inspiring programs that ease the burdens and improve the well-being of people navigating life threatening and chronic illnesses, isolation and other difficult life situations.

Shanti's programs now include: HIV Services, LGBT Seniors Aging & Abilities Support Network (LASSN), Margot Murphy Women's Cancer Program (MMWCP), Pets Are Wonderful Support (PAWS), Peer Advocate Care Team (PACT), Volunteer Services Program, and projects that fall under the wing of our core programs (the Shanti Life Program, Hep C Services & Jeffery's Place.) Additionally, Shanti is home to the San Francisco HIV Services Council. All programs continue to be grounded in **The Shanti Model of Care - listening, speaking, and acting from the heart in service to others.**



ABOUT THE OPPORTUNITY

The Shanti Project is at an exciting inflection point in its growth as it moves into the next chapter of its organizational evolution, to begin scaling and growing its programs. The Director of Development reports to the Executive Director, is a member of the senior management team, and leads all aspects of development; including foundations, corporations, individuals, and events. With primary responsibility for sustaining and growing the organization's charitable income, the Director of Development is the architect of the overarching development function and collaborates closely with the Executive Director, other members of the senior management team, and the Board of Directors to build and implement fundraising strategies that support long-term sustainability.

Responsibilities

Specifically, the Director of Development is responsible for:

- **Planning** Develop and implement a comprehensive, multi-year development plan to reimagine and strengthen how Shanti implements development and development best practices across all levels of the organization
- **Leadership** Function as an organizational leader and a highly collaborative member of the senior management team; provide staff leadership to board members for development; hold organizational responsibility for strengthening systems and implementing best practices, and is responsible for the success of fundraising programs, including foundation, corporate and individual giving, and events
- **Staff Management** Provide overall leadership to the Development team; hire, inspire, manage, and develop staff so they are informed and passionate about the mission, and committed to working effectively toward continual process improvement
- **Individual, Foundation & Corporate Major Gifts** Develop and implement a major gifts program as well as ensure that individual donor cultivation, solicitation, and stewardship best practices are institutionalized within the development department; continuously cultivate relationships with individual and institutional donors and the community by maintaining reputation, visibility, and responsiveness
- **Board Development** Work in close partnership with the Executive Director, Board Chair, & board members to build the Board's capabilities in development, especially in major donor engagement, solicitation, and stewardship



- **Financial Accountability** In partnership with the Chief Financial Officer, develop and manage fundraising budgets; assume clear responsibility for meeting or exceeding budgeted revenue goals; and ensure best practice use of analytics, data, and metrics to forecast and track progress and success of fundraising goals, strategies, and tactics

Professional Experience/Qualifications

Experience/Skills:

- 7+ years of fundraising experience and strong knowledge of fundraising principles and best practices, with at least 2 years as manager of others
- Experience in a fund development department with a well-developed long-range plan
- Broad and deep fundraising experience, including annual giving, major gifts, events, grants (private and corporate) and planned giving
- Proven ability to help the Board become more engaged and effective in fund development
- Prior success in the development and implementation of individual and major gifts program, with deep familiarity with best practices in moving donors up the ladder of giving, and ability to implement and manage a multi-level donor engagement and stewardship plan
- High comfort level with improving systems, analyzing data, and using data and metrics as management tools; proven ability to forecast accurately, manage to budget

Knowledge:

- Knowledge of the philanthropic community in the greater Bay Area a plus
- Previous track record of successfully raising funds for a social services or healthcare agency a plus

Personal Characteristics:

- Generates innovative solutions; leverages resources; thinks expansively; evaluates multiple solutions; ensures relevance; executes with precision; highly organized and deadline driven
- Develops collaborative relationships to facilitate the stated goals; seeks opportunities; facilitates agreement and commitment
- Passion for the mission of Shanti

Education:

- Bachelor's degree required
- CFRE preferred



COMPENSATION

A highly competitive compensation and benefits package will be made available to the qualified candidate.

TO APPLY

Leadership Search Partners is conducting this search on an exclusive basis on behalf of Shanti Project. Interested candidates should apply via email by sending a letter outlining qualifications, brief bio and resume as PDF or Word documents to Search Coordinator Chelsea Burr at chelsea@leadershipsearch.com, with "Director of Development, Shanti" in the subject line.

Inquiries may be made, in confidence, to Managing Director Scott Staub at scott@leadershipsearch.com.

The Shanti Project is an equal opportunity employer and makes employment decisions on the basis of merit. Shanti wants to have the best available persons in every job. Shanti makes all employment decisions, including recruiting, hiring, evaluations, compensation and retention based on merit, qualifications, performance, and competence.

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