



TeamChild

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teamchild.org

WHO WE ARE

Headquartered in Seattle, with regional offices in Pierce, Spokane and Yakima counties, TeamChild is a nationally recognized nonprofit organization providing civil legal aid to vulnerable youth across Washington State. The mission of TeamChild is to uphold the rights of youth involved, or at risk of involvement, in the juvenile court system. TeamChild works to help youth secure the education, healthcare, housing, and other supports needed to achieve positive outcomes in their lives. TeamChild believes that racial and other social identities should be respected and affirmed. In support of this belief, an equitable and inclusive organization is being built. Staff, volunteers and board members are being given the tools to address institutional racism and other forms of oppression. This commitment provides a foundation for empowering the youth and families; ensuring they are justly represented and their desires are amply fulfilled.

ABOUT TEAMCHILD

TeamChild is a nationally recognized nonprofit legal aid organization serving youth across Washington State, with office locations in Seattle, Tacoma, Yakima and Spokane. TeamChild's mission is to uphold the rights of youth involved, or at risk of involvement, in the juvenile legal system to help them secure the education, healthcare, housing and other support they need to achieve positive outcomes in their lives. We have three mutually reinforcing program strategies: legal services, policy advocacy, and training and community education. Core to all of our work is our legal services program, which reaches youth 12-24 years old in four of Washington's largest counties as well as youth incarcerated in our state's juvenile prisons. Our clients are youth and young adults who are entangled in juvenile court and the child welfare system and need civil legal advocacy to prevent homelessness, access education and employment, and get their basic health and other needs met. In our work, we also aim to move systems away from exclusion, punishment, arrest, and incarceration towards more effective and community-based strategies that address root causes and provide culturally meaningful and developmentally appropriate support and opportunities for young people.

At TeamChild, we believe that racial and other social identities should be respected and affirmed. In support of this belief, we are trying to build an equitable and inclusive organization and providing our team of staff, volunteers, and Board members with the tools to address institutionalized racism and other forms of oppression. All members of our team are responsible for providing and supporting an equitable and inclusive work environment that will enrich our interactions with each other and our advocacy. This responsibility provides the foundation for empowering the children and families that we serve so their needs are justly represented, and their desires amply fulfilled.

Vision

Young people have power and experience belonging at school, at home, and in their communities

Values

Youth centered

We take bold, creative action in support of young people's self determination.

Wholeness

We give and receive real support and care for ourselves, clients, and communities. We bring our whole selves to work.

Accountability:

We operate from an anti-oppression foundation. We act with integrity and intentionality and encourage each other to be better every day.

Anti-racism:

We operate with anti-racist principles to undo and end all intersecting forms of oppression.

Salary & Benefits

\$85,000-\$105,000

Medical, Dental, and Vision coverage, generous PTO, long/short term disability, 403b, \$1,000 wellbeing benefit, work flexibility.

OVERVIEW OF THE ROLE

TeamChild seeks a strategic, innovative, social justice-minded leader to serve as Director of Development and Communications. Building on six years of prior revenue development work, the Director will support TeamChild in a pivotal chapter to advance justice for youth through legal, policy, and youth/community organizing efforts. The Director is the lead revenue generator for the organization, in close partnership with the Executive Director. Using a combination of private and public (government) fundraising strategies, they will retain existing funds, steward vital relationships, and actively seek new funding prospects that align with TeamChild's work. This role also oversees TeamChild's external communications work (website, social media, earned media) and manages a three-person Development team (including a Development & Communications Manager and an Annual & Institutional Giving Manager).



This is an important time of growth for TeamChild. The Director is expected to help grow the revenue base from \$4.2million to \$5.5million over a 5-year period to align with strategic priorities around programmatic growth. In other words, there is a need for significant annual year-over-year growth, and a great deal of potential across all areas of fundraising to deepen strategy and achieve success.

We are seeking candidates who are committed to anti-racism and community-centric fundraising. The Director will apply those lenses to all aspects of the fundraising and communications work – from messaging, to donor cultivation, to engaging with staff, board and community to raise awareness and funds. This is an exciting time to join an organization that has made nearly thirty years of impact reducing court involvement and incarceration of young people across Washington state.

PRIMARY RESPONSIBILITIES

INDIVIDUAL GIVING (30%)

- Responsible for the strategic oversight of the annual fund (donations of \$1-\$999 annually) including 3 annual campaigns (spring, fall, end of year) and identifying strategies for improving campaigns, cultivation and growth of the annual fund.
- Visioner/strategist for the development and storytelling for annual appeals and campaigns.
- Oversight of Salesforce database operations and appropriate donor acknowledgement, cultivation and stewardship with support of the Annual & Institutional Giving Manager.

GRANTS & INSTITUTIONAL GIVING (25%)

- With the Executive Director (ED) and in collaboration with other members of the Executive Team; and supported by the Annual & Institutional Giving Manager, maintenance and growth of ~\$1.2million in private foundation grants.
- Evaluate new prospects, develop strategy, and pursue private funding opportunities through use of best practices in grant writing/proposal development, in consultation with Executive Director and Executive Team.
- Oversee all stewardship of foundation and private funding relationships.
- Attend prospective and current funder meetings, communicating important updates about the work and building understanding of TeamChild's mission, vision, and programs.
- Prepare and coach ED and program staff to participate in current and prospective funder meetings as needed.
- Cultivate a culture of philanthropy in the organization consistent with TeamChild values
- Support the Annual & Institutional Giving Manager in maintaining existing private foundation funds through reporting, grant writing and stewardship. Collaborate with Contracts and Data Manager as needed for grant reporting.
- Oversee the maintenance of the annual grants calendar in Salesforce, including new and current funding opportunities.

“I love working at TeamChild because my coworkers are committed to actively dismantling the systems that cause harm to young people”

– Marcos Martinez, Executive Director

SPECIAL EVENTS (15%)

- With the Development team, oversee the execution of an annual Seattle spring fundraiser (Advancing Justice Town Hall) raising ~\$70,000.
- Lead all corporate sponsorship cultivation and retention. Identify and solicit new corporate partnership prospects.
- Support values-aligned programming by identifying keynote speaker, staff/program speakers, and with the Development & Communications Manager build out speeches and creative components.
- Oversee logistics in partnership with the Annual & Institutional Giving Manager (outreach, ticketing, catering, alcohol, venue).
- Cultivate a group of event ambassadors/table captains (outreach, toolkits, follow-up, stewardship).

COMMUNICATIONS (10%)

- With the support of the Development & Communications Manager, identify key messaging and marketing

strategies for TeamChild and devise plans for execution across platforms (email outreach, social media, web, etc).

- With the Development & Communications Manager, re-invigorate TeamChild values-aligned storytelling practices that highlight youth leadership and systemic failures and avoid savior narratives. Support TeamChild staff, Board, youth clients and community partners in values-aligned storytelling efforts.
- Write/develop creative content as needed in partnership with the Development & Communications Manager.
- Shape strategy for earned media & PR in partnership with Development & Communications Manager.
- Ensure TeamChild's brand and reputation are well-stewarded across stakeholders (legislators, community partners, youth, funders).

LEADERSHIP, COLLABORATION & SUPERVISION (15%)

- Develop and hone skills and abilities as a leader committed to non-hierarchical organizational operations and shared decision-making.
- Utilize and develop new processes for collaborative fundraising and communications strategy with staff across the organization.
- Ensure all TeamChild's fundraising and communications remain rooted in organizational values, with an emphasis on community-centric fundraising and social justice praxis. (TeamChild values are Wholeness, Antiracism, Accountability, and Youth-Centered).
- Serve as a member of TeamChild's Executive Team (Executive Director, Director of Legal Services, Director of Public Policy & Advocacy, Director of Finance & Administration, Director of Community Engagement & Antiracism).
- Supervise Development staff: Development & Communications Manager, Annual & Institutional Giving Manager. Support accountability, professional development, and team culture through effective, equitable management strategies.

BOARD OF DIRECTORS (5%)

- With the Executive Director and Director of Community Engagement & Antiracism, support Board members in developing individualized philanthropic and board engagement goals.
- Connect with Board members to facilitate their own personally significant gifts.
- Create and maintain opportunities for Board members to support fund development and stewardship of existing funders/donors.
- Attend all Board and committee meetings and provide updates on strategy and KPIs.

“I love being part of an organization that has a real impact on the lives of youth and is committed to anti-racism.”

– Reyna Rollolazo
Director of Community Engagement and
Anti-Racism



SKILLS & QUALIFICATIONS

- Personal passion for and/or a connection to the social justice mission, vision, and values.
- A minimum of 5 years of non-profit fund development and experience in a leadership or manager/supervisor role. Directly equivalent work/lived experience will be considered.
- Values and models a collaborative style and the professional development of direct reports.
- Experience writing grants and a track record of success in obtaining grants from public and private sources. Experience working collaboratively with program staff to create successful proposals.
- Experience growing a major gifts program and soliciting major gifts at \$25K level or higher.
- Experience creating innovative donor engagement and solicitation strategies to grow a fundraising program and increase unrestricted contributed revenue.
- Proven ability to be the face of and network for a mission-based organization at external events and meetings; develop new beneficial relationships, and maintain and build on the relationships the organization already has established.
- Experience working closely with a Board of Directors, mobilizing them in their role in donor relations, and leveraging their strengths and their networks.
- Experience developing and overseeing budgets and tracking outcomes for success.
- Strong leadership skills in a cross-cultural environment; ability to work effectively and collaboratively with internal and external stakeholders, staff, and a diverse range of communities across the state.
- Commitment to advancing personal and organizational racial equity and undoing institutional racism.
- Excellent written and verbal communication skills, including the ability to write persuasively in clear and concise language, and the ability to speak with enthusiasm to diverse audiences.
- Expertise in communications and marketing; ability to manage communication across all platforms, including website, email marketing and social media.
- Flexible, positive work style conducive to efficiently managing multiple tasks, meeting deadlines, and anticipating changing needs in a fast-paced environment.
- Proficiency in Microsoft Office Suite, mail and marketing software (experience with Campaign Monitor a plus), and donor database software (experience with Salesforce a plus).
- Experience in developing new prospect donors
- Grant writing experience
- Policy advocacy communications experience

CULTURE

TeamChild is a unique, values-driven organization that is boldly committed to creating and maintaining a work environment that supports collaboration, inclusion, shared-accountability, distributed power and non-hierarchical operations. At its core, TeamChild fights for effective solutions and community-driven strategies that nurture and develop the health and wellbeing of young people, instead of exclusion and incarceration. Individuals who work for TeamChild are naturally aligned with the following:

- A commitment to anti-racism, anti-oppression, intersectional equity analysis.
- A focus on relationship building.
- An ability to listen with an open mind and a deep commitment to including and respecting diverse viewpoints.
- Values collaboration and inclusive decision-making.
- A proactive, passionate, and collaborative attitude.
- A foundation of self-awareness that provides space for learning and growth.

Work Environment

TeamChild has offices in Seattle, Pierce, Spokane, and Yakima that are generally open on weekdays between the hours of 9 a.m. and 5 p.m. The physical demands and work environment described below represent those required and encountered by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to input information into a computer for long periods of time.
- Able to remain stationary for extended periods.
- Able to assess information communicated through a computer.
- Able to work some evenings, weekends, holidays, and extended hours in occasional emergent circumstances.
- Able to travel locally as needed.

This job description provides a general but not comprehensive list of the essential responsibilities and qualifications required. It does not represent a contract of employment. TeamChild reserves the right to change the description and/or posting at any time without advance notice.

HOW TO APPLY

Interested applicants should email a letter of interest and resume to jobs@teamchild.org using the following file naming convention: “[Last Name] - Letter” and “[Last Name] - Resume”. Please write “Director of Legal Services [Last Name]” in the subject line. No phone calls or email inquiries please. Position open until filled.

All interested individuals, including people of color, women, persons with disabilities, and persons who are lesbian, gay, bisexual, transgender, and/or intersex are particularly urged to apply. TeamChild is an Equal Opportunity Employer. TeamChild is committed to promoting an environment free of barriers and discriminatory practices for its clients, Board, and staff.