



**DEVELOPMENT MANAGER**  
**CHILDREN'S LAW CENTER**  
Washington, District of Columbia  
<https://chidrenslawcenter.org>



The Aspen Leadership Group is proud to partner with Children's Law Center in the search for a Development Manager.

The Development Manager will join an organization with a life-changing mission, a strong and well-deserved reputation for getting results, an award-winning workplace culture, and colleagues who value tenacity, teamwork, an outcome-focused orientation, and laughter. This position is great for someone who thrives in bringing order and managing projects in a fast-paced environment for an organization with incredible impact.

Children's Law Center fights so every District child can grow up with a loving family, good health, and a quality education. Judges, pediatricians and families turn to Children's Law Center to be an advocate for children who are abused or neglected, who aren't learning in school, or who have health problems that can't be solved by medicine alone. With 100 staff and hundreds of pro bono lawyers, Children's Law Center reaches 1 out of every 9 children in the District's poorest neighborhoods—more than 5,000 children and families each year. And, it multiplies this impact by advocating for city-wide solutions that benefit all children.

Children's Law Center envisions a future in which every child in the District of Columbia has a solid foundation of family, health, and education. The Center works toward this vision by providing legal services to at-risk children and their families and by using the knowledge gained from representing its individual clients to advocate for changes in the law and its implementation. The Center's practice focuses on children who face instability as a result of abuse, neglect or extreme parental conflict, as well as children with special education or health needs.

Children's Law Center is committed to making a lasting difference in children's lives, looking beyond the immediate legal crisis. Because at-risk children often face multiple problems at once, the Center uses its wide-ranging expertise to improve the lives of the children it helps. The Center's areas of legal expertise include abuse and neglect, adoption, guardianship, custody, special education, early intervention, school discipline, access to education and health care, mental health, housing conditions, public benefits, and domestic violence.

## REPORTING RELATIONSHIPS

The Development Manager will report to the Chief Development Officer. The Development Manager is responsible for supervising 2 staff members, managing the relationship with the grants coordinating firm, Elevate, and up to 4 interns at any given time. The Development Manager is part of a Development team of 7 that includes the Director of Corporate Philanthropy, Chief Development Officer, and Executive Director; and acts as a key liaison with other programs and departments across the entire organization.

## PRINCIPAL OPPORTUNITIES

*Many donors are searching for organizations that have great impact at a local level—particularly when the national dialogue can frustrate and fatigue many into thinking that their gift won't change lives. Children's Law Center has had extraordinary impact on the lives of the most vulnerable kids in DC—right in the shadow of the nation's Capitol. The organization has grown steadily over 21 years from 3 lawyers to more than 100 staff and hundreds of pro bono attorneys. We reach more than 5,000 children and families each year through direct legal services and multiply this impact by advocating for city-wide solutions that benefit all children.*

*Children's Law Center's board and staff are committed to long-term effective advocacy for the children and families of the District; and to growing the philanthropic relationships to sustain and expand our reach. The Development Manager will play a key role in expanding our donor base, helping our rapidly evolving major gifts program, and coordinating our donor cultivation, retention, and stewardship movements. Well-positioned as a leading local nonprofit organization, Children's Law Center offers an excellent opportunity for a development professional with extraordinary project management skills to help further transform a great organization and directly help thousands of children who are abused or neglected, who aren't learning in school, or who have health problems that can't be solved by medicine alone.*

Brian Shook  
Chief Development Officer

## PRIMARY RESPONSIBILITIES

The Development Manager will

- work closely with the Chief Development Officer to ensure the success of Children's Law Center's private revenue fundraising program;
- oversee the daily operations of the development program which focuses on gifts that range up to \$500,000;
- develop and modify systems to effectively and efficiently implement the Chief Development Officer's vision;
- directly supervise development staff;
- work closely with the finance team; and
- manage a portfolio of Kite Club prospects of \$1,500 and above.

## KEY COLLEAGUES



**Judith Sandalow**  
**Executive Director**

Judith Sandalow has led Children's Law Center as its Executive Director since January 2000. Under her leadership, the organization has grown from a staff of three to more than 100 attorneys, social workers, investigators and other professionals. Together with the assistance of hundreds of pro bono attorneys from dozens of area law firms, Children's Law Center now helps more than 5,000 at-risk children and families in the District each year.

Judith's commitment to the District's children began early in her career when she was a Juvenile Justice Fellow at Georgetown University Law Center. Then, after starting a juvenile clinic at DC Law Students in Court, she developed a successful criminal defense practice specializing in representation of juveniles charged with serious crimes. During her career, she has represented hundreds of children. She also is a foster and adoptive parent who raised her two boys in DC—giving her a personal view on how to navigate the sometimes complicated bureaucracy that affects foster children in the District.

Her leadership has been recognized numerous times. Most notably, she was a 2007 winner of the Meyer Foundation Exponent Award which recognizes strong and effective nonprofit leaders with a track record of accomplishment, and received the 2013 President's Award from the Washington Council of Lawyers for her exceptional commitment to public service. Ms. Sandalow was also named one of Washington's Most Influential Women Lawyers by the *National Law Journal* in 2010.

Judith is a founding board member of the Foster and Adoptive Parent Advocacy Center, a member of the Leadership Washington class of 2004, and chairs the Advisory Board of the DC Fiscal Policy Institute.

She is frequently cited in the media and is an expert on issues related to public interest law, child welfare, education and DC policy related to vulnerable children and families. She has appeared on CNN, WAMU, WTOP, WUSA Channel 9 and in *Legal Times*, *National Law Journal*, *The Washington Post*, and elsewhere.



**Brian Shook**  
**Chief Development Officer**

Brian joined Children's Law Center in 2015 as the Chief Development Officer. In this position, he works closely with the Board of Directors and the development team to secure private philanthropic support for Children's Law Center and its mission to fight so that every child in Washington, DC can grow up with a loving family, good health, and a quality education. Brian has 21 years of experience in development and alumni relations, most recently at the University of Maryland College Park since 2000, and previously with Virginia Commonwealth University, and the American Heart Association. He got his start in development with Penn State's Dance Marathon, volunteered with Big Brothers Big Sisters, and has mentored high school and college students from vulnerable neighborhoods.



**Tracy Goodman**  
**Healthy Together Director**

Tracy leads the Healthy Together medical-legal partnership, which brings Children's Law Center lawyers side-by-side with pediatricians in health clinics to find and fix the root causes of a child's health problem. Under her leadership since 2002, the project has grown from one staff attorney to 13 attorneys and 3 investigators. Prior to her work at Children's Law Center, Tracy was an attorney at the Legal Aid Bureau of Maryland representing children in abuse and neglect proceedings, and she also worked with a non-governmental organization in Brazil specializing in labor rights issues. During law school, she represented individuals seeking political asylum in the United States, and also worked on issues related to domestic and family violence. She speaks Portuguese and Spanish.



**Holly R. Stevens**  
**Director of Evaluation and Learning**

As the Director of Evaluation and Learning, Holly designs and implements large-scale program assessments and assists the leadership team in making data-driven practice changes to benefit clients and their families. Prior to joining Children's Law Center in 2012, Holly served as an assistant research professor at George Mason University where she directed evaluations of several state and county public defender offices and served as co-principal investigator on a federally funded grant focused on improving training for public defenders. Holly has also served as a lead researcher and consultant on several applied research and evaluation projects funded at both state and federal levels focusing on access to justice, juvenile justice, and health in juvenile justice facilities.



**Ivan Linero**  
**Financial Manager**

Ivan Linero is the Financial Manager at the Children's Law Center and has primary responsibility for the accounting and financial management functions of the organization. Originally from Colombia, Ivan is an MBA graduate with many years of experience with nonprofit organizations including providing financial literacy training at the Hispanic Committee of Virginia and serving as the executive director at the Housing and Community Services of Northern Virginia.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The successful candidate for the position of Development Manager should have

- excellent operations and project management skills;
- personal solicitation, event planning, fundraising analytics, database use, and staff management experience;
- excellent professional judgment and the ability to maintain confidential information;
- experience working with individuals, corporations, law firms, and/or foundations;
- excellent analytical, written, and oral communication skills; and

- the ability to conduct weekly, annual, and long-range departmental planning.

The position requires four to six years of development experience. A four-year college degree is preferred.

### **SALARY & BENEFITS**

The Children's Law Center offers a competitive benefits and compensation package. The Center is a family friendly, flexible workplace with a culture of excellence that has won workplace awards at the local and national level. Children's Law Center has been ranked by *The Washington Post* as a top workplace and has been named one of *NonProfit Times'* best places to work three times.

### **LOCATION**

Children's Law Center is located in Washington, DC.

### **DIVERSITY AND INCLUSION**

Children's Law Center is an equal opportunity employer. It provides equal opportunity without regard to race, color, religion, sex, pregnancy, national origin, ancestry, age, marital status, personal appearance, sexual orientation, gender identity or expression, family responsibility, matriculation, political affiliation, physical or mental disability, medication, status as a veteran, tobacco use, or other classification protected by law.

Children's Law Center has a commitment to diversity, inclusion, and cultural competency. Its aim is to maintain an inclusive, respectful, and equitable workplace and ensure all employees are culturally competent in order to most effectively achieve Children's Law Center's mission and secure the best possible outcomes for its clients.

### **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. Before submitting your materials, please read them over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

*To nominate a candidate, please contact Michael Vann:*  
[michaelvann@aspenleadershipgroup.com](mailto:michaelvann@aspenleadershipgroup.com).

*All inquiries will be held in confidence.*



## ASPEN LEADERSHIP GROUP

Aspen Leadership Group focuses exclusively on search and talent management in the field of philanthropy. Recognized leaders in the field recruit and provide counsel to other leaders and emerging leaders, building enduring, productive relationships and supporting exceptional careers.

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