



**DIRECTOR OF DEVELOPMENT
HABITAT FOR HUMANITY OF WASHINGTON, DC**
Washington, District of Columbia
<http://dchabitat.org>



The Aspen Leadership Group is proud to partner with Habitat for Humanity of Washington, DC in the search for a Director of Development.

The Director of Development will determine and fulfill the fundraising needs of Habitat for Humanity of Washington, DC (DC Habitat) including the identification of funding sources, developing an ambitious fundraising plan, working with the President of the affiliate and the Board of Directors to diversify sources of funding, creating a stewardship plan that addresses the needs of various levels of donors, and organizing fundraising events that have a high return on investment.

DC Habitat is an affiliate of Habitat for Humanity International, an organization that brings people together to build homes, communities, and hope. DC Habitat welcomes people from all walks of life to partner in serving families in need and creating a better community for everyone who lives in the District of Columbia. Since DC Habitat was founded in 1988, it has built, rehabilitated, and repaired homes in all four quadrants of the District, and served more than 200 families. The current strategic plan calls for increasing the number of homes built per year from 8 to 15. Additionally, the program has created a post purchase training program in financial management and home maintenance and a home repair program.

DC Habitat is building a District of Columbia where everyone has a safe, decent place to live. It builds and sells affordable homes, provides low-cost home repairs, offers financial education, and advocates for policies that create more housing for struggling families in the nation's capital. With the help of public, private, nonprofit, and foundation partners DC Habitat helps working families realize the dream of homeownership, breaking the cycle of poverty, and building strong communities. When families have a stable place to call home, they can stop getting by and start to thrive.

DC Habitat serves families making 30 to 60% of the Area Median Income (AMI) who are in need of safe, affordable housing. Each family demonstrates a need, ability to pay, and a willingness to partner. They complete 200 to 300 hours of sweat equity working alongside volunteers to help build their own homes and complete financial education training that gives them the tools to be successful homeowners. By partnering with families to help them build secure, independent futures through affordable homeownership opportunities, DC Habitat offers a hand up (not a handout) as a path to the middle class.

REPORTING RELATIONSHIPS

The Director of Development reports to the President and CEO and is a member of the senior management team.

PRINCIPAL OPPORTUNITIES

The Director of Development at DC Habitat is a position that is vital to the financial sustainability of the affiliate. Over the last five years the philanthropic landscape for housing nonprofits in DC has changed substantially. Key among these changes is the elimination of the FNMA and FHLMC foundations that were both generous and consistent in their giving. Moreover, other foundations have moved to a more holistic vision of community development rather than a more narrow focus just on housing. This is a particular challenge for DC Habitat since it not only works exclusively on affordable housing in DC but also exclusively on homeownership.

The right person will have individual and corporate relations fundraising experience, as well as strong management skills. Growing engagement with the corporate community in the District will be among the highest priorities for the new Director of Development. The ideal candidate also will have experience with data analytics and marketing. It is an excellent opportunity for either a mid-level or even a senior development professional to position DC Habitat for increased private support from corporations, individuals and foundations.

Whoever is chosen will be able to enhance their career and marketability substantially through the process described above. They would be very attractive to both the entire nonprofit community involved in community development in DC and the region generally, but also increasingly to private sector entities who seek to partner with nonprofits and the government on the creation of affordable housing and community development.

Looking back twenty years from now, the chosen candidate will be able to 1) be satisfied with playing the central role, along with the CEO and other senior staff, in stabilizing the finances and future of DC Habitat; 2) be proud of the intellectual achievement of positioning DC Habitat in a complex philanthropic climate; and 3) develop the team of people that he or she supervises to reach their optimal professional capability. The candidate will inevitably become marketable to larger organizations that would, as described above, enhance their own professional capacity.

PRIMARY RESPONSIBILITIES

The Director of Development will

- create a fundraising plan (1-3-5 year plans) that support the goals of the strategic plan;
- manage a staff of three to be engaged and effective in their roles;
- build an effective corporate relations program that attracts their support, involvement and engagement with the Habitat mission;
- facilitate prospect research on potential donors from various sectors, including corporate, foundations, and individuals;
- work with HFHI-LDO of the Washington metro area to prospect and cultivate major donors;
- organize and manage individual donor program;

- use data analytics as a decision-making tool;
- oversee grant writing program;
- oversee the donor database and the integrity of the data and associated technology;
- broaden DC Habitat’s fundraising by developing additional funding streams in the areas of planned giving, including but not limited to bequests and endowment gifts;
- communicate with donors in a timely, effective way to keep them engaged in the activities and the mission of Habitat for Humanity;
- coordinate donor communications so that messaging and branding is followed according to established guidelines;
- attend and participate in scheduled Board of Directors meetings, Board and staff retreats, and regional HFHI conferences and trainings;
- create a fiscal year budget that covers the expenses of the department;
- provide monthly reporting to the Board of Directors; and
- participate in strategic planning activities and the budgeting process as requested.

KEY COLLEAGUES



Susanne Slater
President and CEO

Susanne has over 25 years of experience in government, academia, and the nonprofit sector. As Associate Dean for Executive Programs at the University of Maryland, College Park, she created an award-winning program for employees of the U.S. Department of Housing and Urban Development, with over 2,000 employees completing a four-course certificate program in low- and moderate-income housing development. As a founding board member and vice president of a nonprofit development corporation, Susanne oversaw the conversion of a troubled public housing complex into a successful, mixed-income neighborhood in D.C.’s Ward 7. Over an 18-year career at the University of Maryland, Susanne taught courses that dealt with every aspect of moderate and low-income housing policy, environmental policy, and management control in nonprofits. She was the recipient of a \$1 million research grant from the Fannie Mae Foundation, the largest ever awarded. Susanne also worked for Senator Daniel Patrick Moynihan and at the White House Office of Management and Budget. Susanne holds an MBA in public and private finance from Cornell University and a BA from Smith College.



Rick Bowers
Senior Vice President

Rick provides over 25 years of leadership, management, and executive expertise in residential and multi-family homebuilding, land acquisition, sales and marketing, and site development. As a Vice President at Fortune 500 firms as well as regional homebuilders/developers, Rick has extensive insight, knowledge, and diverse experience in the industry.



Orlando Velez
Director of Housing Programs and Community Advocacy

After receiving his degree in architecture from Kansas State University, he joined the Peace Corps, and served in Paraguay. From the Peace Corps, Orlando attended Milano, The New School for International Affairs

Management and Urban Policy Analysis pursuing a graduate degree in Urban Policy. During that period, he also served as Director of Operations for the Empowerhouse Project, a collaborative project between two universities, DC Habitat, and hundreds of sponsors. Following the success of the Empowerhouse, Orlando joined the DC Habitat team full-time in 2009 and now serves as the Director of Housing Programs & Community Advocacy.



Peter Kiburi

Director of Finance and Mortgage Services

Peter has over 18 years of experience in customer relationship management for 501(c)(3) nonprofit organizations in the DC area, with a focus on controllership and management accounting. He has extensive experience in grants management, statutory reporting, and compliance monitoring for federally- and locally-funded projects targeting affordable housing, community development, and emergency preparedness. His recent focus has been on leveraging private- and public-sector community development funding through financing and equity investments for affordable housing programs. Peter is a National Development Council Certified Housing Development Finance Professional and has a Master’s Degree in Public (Government) Administration from the University of Rajasthan, Jaipur, India.

CANDIDATE QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Director of Development and Communications should have

- demonstrated fundraising success;
- leadership and teambuilding skills;
- familiarity with the key funding sources for a nonprofit organization;
- effective communication skills;
- facility working in a strong cross-functional team;
- conscientiousness and attention to detail;
- commitment to the mission of Habitat for Humanity of Washington, DC; and
- flexibility and a sense of humor.

A bachelor’s degree is required for this position as is five or more years of professional development and fundraising experience involving securing of resources from individuals, foundations, and corporations.

SALARY & BENEFITS

Habitat for Humanity of Washington, DC offers a competitive salary and benefits package.

LOCATION

Habitat for Humanity of Washington, DC is located in the District of Columbia.

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 Don Hasseltine:

donhasseltine@aspenleadershipgroup.com.

All inquiries will be held in confidence.

