

ASPEN • LEADERSHIP • GROUP

ASSISTANT DIRECTOR OF DEVELOPMENT

ALL STARS PROJECT

New York, New York

<http://allstars.org>



The Aspen Leadership Group is proud to partner with the All Stars Project in the search for an Assistant Director of Development.

The Assistant Director of Development will be a leader in the Development Department at the All Stars Project of New York, with a focus on building personal relationships with individual supporters, and on growing its corporate and foundation capacities. The Assistant Director of Development will partner with the Director of Development to reach the \$4.5 million overall annual fundraising goal for the All Stars Project of New York; sales direct the annual corporate benefit luncheon; and oversee the Annual Fund. The Assistant Director of Development will personally conduct face-to-face meetings and calls to build the All Stars President's Committee; build corporate partnerships for the organization; and work with the development team to manage its foundation grants and proposals. This is an opportunity for leadership, management, and growth in the All Stars Project of New York.

The All Stars Project transforms the lives of youth and poor communities using the developmental power of performance, in partnership with caring adults. The All Stars Project is a 36-year old fast-paced and entrepreneurial national nonprofit organization, reaching 20,000 inner-city youth and their families in innovative, free programs in seven cities each year. All Stars raises \$10 million in private funding annually from more than 4,000 individual, corporate, and foundation supporters. The All Stars Project of New York is the largest market of the All Stars, raising \$4.5 million (or 45%) of its annual goal each year.

Each year, the All Stars Project involves young people in development activities that give them the opportunity to perform and grow. Since its founding in 1981, the All Stars Project has transformed from a grassroots, all volunteer-run effort into a national model for engaging poverty through Afterschool Development and community organizing. In 2003, All Stars headquarters moved to its current home in New York City on West 42nd Street, a 31,000-square-foot performing arts and development complex. In 2013, the All Stars Project expanded further by opening the Scott Flamm Center for Afterschool Development, a 9,000-square-foot performing arts and development center in Newark, NJ. Last year, the All Stars Project of Chicago announced the launch of a campaign to expand its footprint in Chicago and establish an Afterschool Development Center in the downtown area. The All Stars Project is growing, bringing inner-city youth together with business and cultural leaders, academics, police officers, and other caring adults to create new kinds of relationships and environments where everyone grows.

REPORTING RELATIONSHIPS

The Assistant Director of Development will report to the Director of Development.

PRINCIPAL OPPORTUNITIES

The All Stars Project is changing the national dialogue about how to meaningfully impact the lives of people growing up and living in poverty, and the role that “outside-of-school” plays in preparing inner-city youth for success in their lives. At All Stars, inner-city youth participate in hip-hop talent shows, leadership training in partnership with the business community, an internationally award-winning police-community relations program, and more. We have transformed our unique, community-based and grassroots programs, founded in NYC in 1981, into a growing movement reaching 20,000 inner-city youth and families each year in 7 cities, and raising \$10 million annually in private funding.

We have become one of the country’s leading Afterschool Development organizations, creating a new national model that uses *performance* as our approach to helping kids and their families grow on and off the stage, and bridge-building through volunteer and direct partnership initiatives between affluent supporters, their families, and the youth of All Stars.

The All Stars Project of New York is the site of our national headquarters, where we incubate and develop our programs, and then take them out around the country. As our NYC base grows, we are searching for our first Assistant Director of Development to work with a dynamic team on supporting and cultivating our strong base of individual and corporate donors in our largest market (NYC revenue is \$4 million+ on a base of 1,500 supporters and volunteers), through a model we call “involvement philanthropy.” Our supporters directly partner with youth in our programs, and everyone grows as a result. The Assistant Director of Development will be instrumental in expanding existing partnerships with Fortune 100 companies, partnering with key individual donor leaders, and opening up new relationships along with the talented staff.

PRIMARY RESPONSIBILITIES

The Assistant Director of Development will

- sales direct the Learning from Leaders Luncheon (\$600,000 annual goal), working with Director of Development to secure honorees/co-chairs; managing campaign to sell corporate sponsorships and tickets; and organizing guests to attend this high-level benefit to see All Stars programs in action;
- oversee the NY Annual Campaign and, within that, personally manage a portfolio of 150 donors at the \$250-\$25,000 levels, and 100 donor prospects, conducting face-to-face meetings and phone calls connecting them to All Stars involvement opportunities, and building the President’s Committee (\$1,000-\$25,000) base of support;
- manage the NY Foundations campaign (\$225,000 annual goal), overseeing development team to develop dynamic grant proposals, reports, and presentations on All Stars work to 8-12 key partners each year;
- manage corporate partnerships and build donor acquisition through increasing involvement with the DSY program;
- participate in 2-3 phone shifts per week during peak fundraising seasons (Feb-March, Sept-Dec), including some on weeknights and Saturday mornings;
- manage the process of preparing grant proposals as needed; and

- lead teams of people on fundraising, events, and other special projects including staff, board members, volunteers.

KEY COLLEAGUES



Christopher Street

Senior Vice President and Chief Development and Operating Officer

As Senior Vice President and Chief Development and Operating Officer, Mr. Street is responsible for all fundraising initiatives of the All Stars Project. Since joining ASP in 1995, he has increased income by more than 300% to over \$10 million annually in private funding from thousands of individual and institutional donors. In 2015, Mr. Street created a National Operations department and oversees Fundraising, Programming and Operations in four of the All Stars' six regions—New Jersey, Chicago, San Francisco and Dallas. The National Operations Department shares 'best practices' across All Stars regions. His team is strengthening the organization and developing talent. It is advancing the data management and monitoring practices of the organization in order to enhance program delivery, identify skill areas for training, and track student and adult program participation.

Mr. Street grew up in Connecticut, and has a bachelor's degree from the London School of Economics.



Jeannine Hahn

Senior Vice President and Chief Finance and Human Resources Officer

Jeannine Hahn serves as the Senior Vice President and Chief Finance and Human Resource Officer and has overseen all financial and human resource operations for the All Stars Project since 1992.

In the early 1990's, she also managed the All Stars Project's door-to-door canvas operation that produced over \$800,000 annually and introduced thousands of donors to the organization. This grassroots effort paved the way for All Stars' financial growth and stability. When the All Stars Project decided to purchase a 31,000 square foot facility on 42nd Street in Manhattan in 2002 and renovate it as a new center for youth development, Ms. Hahn's leadership to ensure financial stability before and after the project was critical. In 2007, Ms. Hahn led a team to refinance All Stars Project's mortgage to enable a \$6 million renovation of the building's façade and mechanical systems. She was responsible for overseeing the construction project's budget and schedule.

Originally from Chicago, Ms. Hahn has a bachelor's degree from the University of Iowa.



Jenny Zak

Director of Development

As the Director of Development for the All Stars Project of New York, Jenny Zak oversees individual, corporate, and foundation support for the All Stars in New York, totaling over \$4 million. She leads a team that manages funding and communication strategies that touch over 2,000 individual donors, and hundreds of corporations and foundations each year. Ms. Zak manages the New York Board, oversees the growth of the President's Committee, and sales directs the All Stars Project's National Gala at Lincoln Center, All Stars' largest annual event that raises \$2 million each year.

Ms. Zak became an All Stars volunteer in 2004, and joined the staff in 2009 as a Development Officer, managing the ASP of NY Annual Campaign. Since then, she has taken on greater leadership of the New York business, as well as integrating and training fundraising staff and volunteer leaders in all six All Stars cities. With her leadership, All Stars has developed new opportunities for supporters from all walks of life to create meaningful connections with young people and poor communities through ASP's 'involvement philanthropy' model.

Originally from Ukraine, Ms. Zak grew up in Brooklyn, New York, and received a B.A. from Columbia University.

CANDIDATE QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Assistant Director of Development will have

- knowledge of the New York City business community, and of corporate social responsibility efforts;
- attention to detail, be organized, and motivated;
- strong verbal and written communication skills;
- superb administrative skills including use of MS Word, Excel, PowerPoint, and Outlook;
- strong aptitude for learning database and online development tools, with experience in Raiser's Edge and MailChimp/Constant Contact preferred;
- proven capacity to apply independent judgment in planning, prioritizing, and organizing multiple tasks in a diversified work load;
- strong leadership and interpersonal skills and the ability to interact and communicate professionally with individuals at all levels of the organization;
- flexibility in schedule including ability to work evenings and Saturdays for phone shifts, special events, or other activities during peak season;
- strong ability to convey the strategy and unique approach of the All Stars Project in the growing field of Afterschool Development; and
- understanding of poverty-related issues and a commitment to creating educational and developmental opportunities for inner-city youth in outside of school contexts.

A Bachelor's degree or equivalent experience is required for this position as is six years of professional experience with at least three years of development experience strongly preferred.

SALARY & BENEFITS

The All Stars Project offers a competitive benefits package.

LOCATION

This position is located in New York City.

APPLICATION DEADLINE

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 Ron Schiller: ronschiller@aspenleadershipgroup.com.

All inquiries will be held in confidence.

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