



## **JOB POSTING**

### **Director of Development – Committed donors, friendly workplace, generous paid time off**

The [Vermont Center for Ecostudies](#) (VCE) seeks a director of development to lead a growing development program at a respected organization with a committed donor base. The successful candidate will manage a relationship-based fundraising program with a focus on expanding major gifts, growing the annual fund, and ramping up our planned giving program. Key qualifications include strategic insight, exceptional communication skills, ability to build and maintain relationships with diverse donors, collaborative work habits, and at least five years of leadership experience in fundraising, including significant experience in major donor fundraising. Enthusiasm for VCE's mission and motivation to perform high-quality work are also important qualifications. This position requires a regular presence in the office.

### **Our Organization**

VCE promotes biodiversity conservation in the northeastern US and internationally through scientific research and community engagement. Our scientists and volunteers gather essential information to guide habitat stewardship. We work with many partners, primarily in New England, Canada, and the Caribbean Basin, to [map biodiversity](#), determine the status and conservation needs of [vulnerable species](#), and [recover imperiled populations](#), among other activities. We are committed to creating a workplace culture that respects and celebrates diversity and values the wellbeing of all employees. We accomplish this by offering flexibility within the workday and generous paid time off.

### **Position Summary**

The director of development manages a strategic, relationship-based fundraising program with a focus on cultivating and stewarding donors, building philanthropic support from annual and planned giving, and conducting periodic campaigns. They collaborate closely with the executive and associate directors, director of communications, and director of conservation science. They also supervise two development team members, support the board's development committee, and manage vendor and contractor relationships. The director of development is also responsible for identifying and pursuing opportunities to strengthen VCE's development program. Download the full job description from [vtecostudies.org/jobs](http://vtecostudies.org/jobs).

### **Terms**

The director of development works out of our office, located across the Connecticut River from Dartmouth College in the vibrant community of White River Junction. This is a full-time position with a salary range of \$80,000-\$100,000, with a relocation allowance and bonus available. VCE offers health, dental, vision, and retirement benefits, paid vacation/holidays starting at 30 days per year, and up to 10 days of personal time for health and wellbeing.

**To apply**, please send a cover letter, resume, and relevant writing sample as separate PDF attachments to Dan Lambert ([dlambert@vtecostudies.org](mailto:dlambert@vtecostudies.org)) with "VCE Development Director" as the subject. Application review is underway and will continue until the position is filled.