



DEVELOPMENT MANAGER

Job Description

Since 1953 Mental Health Colorado has been the state's leading advocate for healthier minds across the lifespan. Mental Health Colorado is an affiliate of Mental Health America, the nation's oldest mental health advocacy organization.

Mental Health Colorado seeks a versatile Development Manager to implement the development plan of the organization. The Development Manager will be responsible for ensuring that the organization adheres to the established plan and timeline and for recommending adjustments to the plan based on data and observation. The Development Manager may supervise a small team of paid staff and volunteers.

The Development Manager will:

- Implement the development plan of the organization
- Identify and overcome implementation hurdles
- Work with third-party development contractors and grant writers to raise funds
- Assist in the implementation of Salesforce CRM and implement best practices for leveraging technology to drive fundraising
- Build an endowment and planned giving program for the organization
- Ensure that all donations are acknowledged in a proper and timely fashion
- Ensure that information on all donors and fundraising contacts is accurately tracked, up to date, and actionable in database.
- Work with senior leadership to identify revenue-generating concepts, products, and/or services
- Contribute to the MHC annual budget process to help set and achieve overall revenue goals
- Take an active role in the planning and execution of fundraising events
- Work with senior leadership to establish, maintain, and grow relationships with individual and corporate donors
- Be an active participant in the board's development committee

DESIRED QUALIFICATIONS

- Bachelor's degree
- A strong donor/customer focus
- Three years of management/project management experience
- Excellent attention to detail
- Excellent internal and external customer service skills
- Strong organizational skills
- A passion for the cause of mental health



MENTAL HEALTH COLORADO

This is a full-time, remote position eligible for Mental Health Colorado's generous PTO and benefit package. Applicants should email a cover letter, resume, writing sample and salary requirements to dmclaughlin@mentalhealthcolorado.org; please use the subject line "Development Manager". Only electronic submissions will be accepted. We regret that we cannot respond to every applicant; only those selected for an interview will be contacted.

Mental Health Colorado is an equal opportunity employer. It is Mental Health Colorado's policy to recruit, hire and promote persons in all job classifications without regard to race, color, gender identity, age, religion, national origin, disability, veteran status, marital status, or sexual orientation.