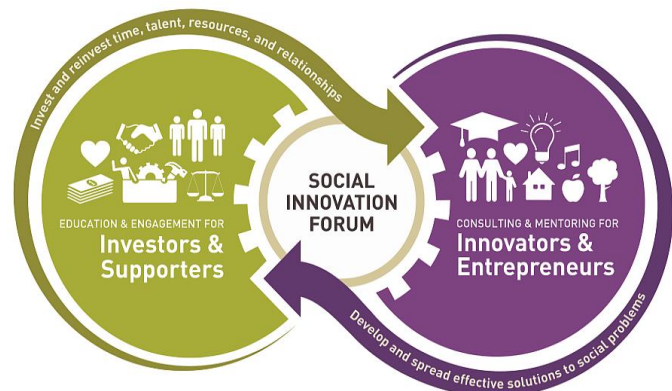


## Social Innovation Forum Seeks Director of Advancement

### About Social Innovation Forum (SIF)

The [Social Innovation Forum \(SIF\)](#)'s mission is to create positive social change in Eastern Massachusetts by engaging leaders, strengthening organizations, and building networks. SIF connects innovative nonprofit organizations with an ever-growing community of volunteers, investors, and practitioners who contribute their time, talents, resources, and money to drive positive social impact. With 120 social impact organizations in the SIF portfolio, the organization is helping to improve lives and build stronger, healthier communities all across Eastern Massachusetts. Learn more about the Social Innovation Forum's impact [here](#).

SIF started in 2003 as a program of Root Cause and incorporated as an independent nonprofit in 2015. SIF takes a "marketplace approach" to social change by leveraging its unique position at the intersection of philanthropy and nonprofit innovation to educate funders, support nonprofit leaders, and build partnerships. SIF's highly regarded [programs](#) include:



- The [Social Innovator Accelerator](#) offers capacity-building support to grassroots nonprofit organizations through consulting, coaching, presentation training, and access to other resources.
- The [Funder Learning Program](#) provides numerous opportunities for philanthropists, funders, community leaders, and others to come together with nonprofit leaders to learn about social justice philanthropy, strategize about and implement more equitable practices, and build meaningful, long-lasting relationships with nonprofits.
- Through the [Alumni & Nonprofit Network](#), SIF supports a growing network of nonprofits with topical workshops, cohort learning, and pro-bono services.

True to its name, innovation has been a core principle behind SIF's growth over the past 20 years. The organization has excelled at generating creative new initiatives that are responsive to the needs of its partners. As a current example of this, SIF recently launched the [Social Innovator Fund](#), a vehicle to help donors direct resources to local, grassroots organizations efficiently and effectively with a \$1m leadership gift.

**The SIF team** consists of 13 staff members (including one part-time employee), several consultants/contractors, and students from Northeastern University's co-op program. The organization operates with an annual budget of ~\$2.5m and is supported by an engaged and committed 12-member [Board of Directors](#). Please visit SIF's [website](#) for more information about its history, team, values, and impact.

### Opportunity Going Forward

The Director of Advancement (DoA) will join SIF at an exciting time in the organization's development. The team, led by Executive Director [Wyona Lynch-McWhite](#), recently [launched their 2024 cohort of Social](#)

[Innovator Accelerators](#) and is preparing to engage in a strategic planning process to chart SIF's future path to growth and impact. As a member of SIF's leadership team, the DoA will play a key role in developing SIF's future through their engagement in this planning process as well as their leadership of SIF's philanthropic strategy, execution, and public engagement efforts. The DoA will be committed to increasing annual support by leading an advancement program that expands the SIF donor base and enacts strategies to grow annual revenue.

***She/He/they will have a strong foundation from which to build***—in its first twenty years of growth, the Social Innovation Forum has attracted many of the area's leading funders and high-net-worth private donors and inspired a broad range of investment in the non-profit sector across Boston. More specifically, the DoA will have the opportunity to engage the following resources in support of SIF's sustainability and growth:

- A department of three highly skilled and committed team members, including a Development Operations Coordinator, a Grant Writer, and a Communications Manager;
- The Executive Director, who has a strong track record of fundraising success across many nonprofit leadership roles;
- A Development Consultant who brings strong institutional knowledge and fundraising expertise;
- An experienced and mission-driven leadership team;
- Established donor relationships across individual, foundation, and corporate sources; and
- A dedicated Board of Directors who bring skills, dedication, and passion to the organization. Members come from diverse professional backgrounds and are leaders in both the business world and the nonprofit community. The board has been and will continue to be integral in cultivating the organization's donor base.

## **Key Responsibilities**

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The successful DoA will be a skilled frontline fundraiser, a strong relationship builder adept at creating fundraising and communication strategies, and a compelling spokesperson for SIF's work and mission. Key responsibilities for the position include:

### **Development Strategy and Leadership**

- Collaborate with SIF's ED, Leadership Team members, and Board to create a comprehensive development plan that supports the strategic objectives of the organization
- Identify, solicit, and steward relationships with high-capacity donors that include corporate, foundation, and individual prospects
- Create initiatives to expand SIF's prospect pipeline and donor base by accessing new and leveraging existing networks
- Oversee the preparation of high-quality grant proposals, reports, mailings, and acknowledgments that are required to support and steward ongoing fundraising activities
- Work closely with the Chief Operating Officer on the creation and monitoring of the revenue components of the annual operational budget, including monthly updates and forecasts
- Serve as an occasional advisor and thought partner to nonprofit organizations and leaders within the SIF network and programs, connecting funders and organizations when appropriate
- Act as an executive liaison to the board's Development and Strategy Committee to ensure the successful implementation of all development priorities

### **External Communications and Events**

- Delegate and manage the creation of donor-related materials, including print and electronic appeals, stewardship communications, and event collateral

- Oversee the strategy, planning, and execution of SIF's main fundraising events
- Provide strong direction and management to members of the communication team, including contract workers

### Department Management and Systems

- Provide human-centered leadership, clear direction, and appropriate mentorship to the advancement team
- Ensure the effective, useful, and thoughtful building of systems, processes, and measurements to monitor, project, and guide fundraising results and activity
- Work with staff to set and evaluate individual goals, develop and sustain appropriate training, and identify and recommend professional development opportunities for staff members

### Desired Credentials/Profile of the Ideal Candidate

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Ideal candidates will demonstrate the following knowledge, skills, and experience:

- Strong passion for SIF's mission and core values
- Ability to serve as a trusted partner to leadership and senior management
- Experience growing the donor base of an organization; successful track record of raising at least \$1M - \$3 M annually in partnership with staff and volunteer leadership
- Strategic and analytical skills, strong work ethic, and ability to execute within a small resource-constrained environment
- Previous experience supervising and supporting the work of staff, consultants, and volunteers
- Minimum of 5+ years of development (or related) experience with progressively expanding accomplishments and a proven track record of working with 6- and 7-figure donors
- Proven success in creating and executing fundraising strategy and plans for growing funding sources, leveraging existing donors, and building new partnerships
- Strong management skills that include the ability to motivate, influence, and hold staff accountable to high standards and goals
- Comfortable working with donors and volunteers from all walks of life
- Excellent interpersonal skills with a high level of emotional intelligence and passion for creating relationships and drawing out the best in Board members, colleagues, and prospects
- Exceptional written and verbal communication skills, with an emphasis on the ability to persuade and influence others around ideas, decisions, and financial support.

### Compensation and Benefits

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This is a full-time, salaried, exempt position with a starting salary range of \$115,000-\$140,000 commensurate with experience and qualifications. SIF also offers a comprehensive benefits package that includes medical (75% covered by SIF), dental (75% covered by SIF), life, and disability (short-term and long-term) insurances; generous paid time off that includes December 24-January 1; a retirement plan with up to a 3% match; a professional development stipend; and a wellness benefit.

SIF has a hybrid working environment. Employees should plan to come into the office 2-3 times per week depending on programming and team needs. All SIF employees **must reside in Massachusetts** and be available to commute with some consistency to and from SIF's Boston-based office.

## **Application Process and Additional Information**

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Candidates must include a resume and a cover letter that describes how their qualifications and experience match the needs and mission of the Social Innovation Forum. If taking the job requires a candidate to move to the Boston area, s/he/they should mention why that is a good fit for them at this time. Applications will be accepted until the position has been filled. Upload required documents to:

<https://eostransitions.applicantpool.com/jobs/>

Eos Transition Partners consultant, Erin Cox, is managing this search. All submissions will be acknowledged and are confidential, and any questions can be submitted to Erin at: [executivesearch@erincox.com](mailto:executivesearch@erincox.com) and [ecox@eostransitions.com](mailto:ecox@eostransitions.com)

SIF is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, gender identity or expression, veteran status, height, weight, marital status, pregnancy, or parental status in employment or the provision of services. Knowing its importance to the success of our work, SIF is committed to diversity and inclusion, and we aspire to build a diverse staff team and community, including groups that are traditionally underrepresented among our sector leadership.