



Development Manager

Who We Are

Bridges of Hope (Bridges) is a grief support community for children, teens & their families. We empower youth to learn, connect, share & grow after a death through trauma-informed group settings including camps, school groups, family workshops, community ceremonies, & other activities.

Position Description

In close collaboration with the Executive Director, the Development Manager is responsible for the implementation of a comprehensive Development Plan to ensure the organization has the resources needed to achieve its ambitious plans for growth.

We are looking for an experienced, detail-oriented, self-motivated professional who is committed to working collaboratively in a nimble, start-up style environment. This recently created position offers an exciting opportunity for an experienced fundraising professional to help an emerging non-profit establish a sophisticated & multi-faceted fundraising system to enable growth and long-term sustainability.

Responsibilities include but are not limited to:

- Planning & Management – Develop & implement a comprehensive plan for acquiring resources required for planned growth. Manage fundraising budget & use key performance indicators to monitor progress & meet goals.
- Donor Cultivation & Stewardship – Identify & build relationships with major donors, corporate partners, and other supporters. Implement innovative approaches for recognizing & thanking donors to ensure ongoing & expanded engagement levels.
- Annual Campaign – Manage all aspects of 5-6 annual solicitations including print mailings and e-asks.
- Marketing & Communications – Develop & publish newsletters, an annual Impact Report, and additional strategic communications. Manage the organization's social media presence to engage current supporters & raise community awareness.
- Board Relations – Collaborate with Executive Director and a Development Committee to foster a culture of philanthropy that fully engages board members, staff, & stakeholders.

- Special Events – Plan & lead fundraising as well as] stewardship-focused events to engage supporters in fun & meaningful ways.

Additional Details:

Full-time Exempt reporting to the Executive Director

Salary Range (annual): Competitive & commensurate with experience

Benefits: Health Insurance, Flexible PTO & Work Environment, Professional Development Budget

Desired Skills & Qualifications

Required:

- ✓ Passionate connection to our mission
- ✓ 3+ years of professional experience
- ✓ Non-profit fundraising experience
- ✓ Effective communication skills including speaking, writing & listening
- ✓ Comfort with making direct asks & closing gifts
- ✓ Tech-savvy with ability to learn new software
- ✓ Strong project management skills
- ✓ Highly organized with proven ability to prioritize & meet deadlines
- ✓ Comfort talking about death, grief, & difficult issues
- ✓ Availability to work a limited number of pre-scheduled evenings & weekends
- ✓ Car & license for local travel
- ✓ Ability to start in **September 2025**

Preferred/Ideal:

- ☐ Bachelor's Degree
- ☐ Familiarity with Salesforce Non-Profit Starter Pack
- ☐ Comfort with Google Suite, MS Office, WordPress, Canva, Constant Contact

Application Procedures

This is an exciting opportunity for professional growth as Bridges expands its reach & impact. To apply, please visit <http://www.BridgesSC.org/Apply> to respond to several questions as well as submit your cover letter & resume.

[If you have any questions or problems with the form, please contact info@bridgessc.org]

Application Deadline: **Thursday, July 31, 2025**