



Director of Development

Fully Remote, USA

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Chicago | Cincinnati | Columbus | New York | Los Angeles | Washington, DC

About Techbridge Girls

Techbridge Girls (TBG) is an award-winning national nonprofit. For nearly 25 years, TBG has reengineered the way STEM (science, technology, engineering, and math) education is taught, centering girls' brilliance and potential, with an emphasis on increasing STEM access, belonging, and persistence for BIPOC (Black, Indigenous, and people of color) youth from marginalized communities. This includes cis girls, trans youth, gender non-conforming, and/or non-binary youth who experience(d) girlhood and economic insecurity as a part of their journey.

Techbridge Girls designs, builds, and delivers inclusive, culturally aware STEM professional development and curriculum for out-of-school time (OST) STEM education programs. By training educators, institutions, and STEM professionals across the country to become advocates through innovative training and curricula that challenge gender, racial, and class bias, TBG is creating a future in STEM that promotes access, belonging, and persistence for as many girls as possible, while ensuring that girls leave the TBG program equipped to bring their brilliance and unique experiences to thrive in the STEM revolution. This approach continues to set Techbridge Girls apart as a STEM equity leader.

With programming used in 36 states across the United States, serving more than 350 out-of-school time sites, Techbridge Girls has continued to impact youth and educators in profound ways.

We dream big and work together to achieve those dreams. You will join a collaborative team of leaders who value equity and inclusion as the foundation of advancing our mission. We rely on creativity, flexibility, listening, critical thinking, and humor to bring out the best in each other, our partners, and all our program participants. Appreciation matters here and comes to life in how we celebrate each other's milestones (birthdays, work anniversaries, individual appreciation days) and team wins.

To learn more about Techbridge Girls' work, visit our website: www.techbridgegirls.org

Position Summary

As an executive team member, the Director of Development plays a crucial role in the organization's sustainability and growth, leading fundraising and donor engagement strategies. Partnering with the CEO to oversee individual and institutional giving, this position supports securing financial resources needed to advance the organization's mission. By developing and implementing innovative strategies for donor cultivation, grant acquisition, and stewardship, the Director ensures a steady stream of support that enables the organization to expand its reach and impact.

This role requires an understanding of the philanthropic landscape and demands strong leadership qualities to foster a culture of collaboration and excellence.

Key Responsibilities

Direction of Strategy

- » **Lead the Strategy to raise \$1.5-\$2 million annually.** In partnership with the CEO, Board, and external consultants, develop and implement a comprehensive fundraising plan to meet the organization's annual revenue goals. Evaluate performance and adjust strategies as needed. Bring equity, anti-racism, racial, and economic justice to the fundraising approach and strategy.
- » **Institute a New Private Foundation Giving Program.** Develop and lead strategies to research, engage with, and raise funds from private foundations.
- » **Drive Institutional + Corporate Giving Pipeline.** In partnership with other executive team members, identify, cultivate, build, and solidify relationships with new and established funders. With external support, provide guidance on the writing and editing of grant proposals and reports as needed, develop and maintain strong systems to track donor data, and manage deadlines to ensure TBG stays on track with all funder commitments.
- » **Strengthen Individual Giving.** Strengthen a simple stewardship process for a small portfolio of individual gifts (currently 10-15% of annual revenue), directing staff through prospecting, cultivation, stewardship plans, and gift requests for each donor within the portfolio.
- » **Advocacy.** Act as an external ambassador, comfortable and able to speak in front of individuals and groups, articulating the case for support.
- » **Marketing + Communications Collaboration.** In partnership with the Director of Marketing + Communications, ensure consistent, compelling, brand-aligned, professional communications to donors and partners.

Team Direction + Supervision

- » **Team Leadership.** In collaboration with the CEO, oversee all fundraising activities. In partnership with the Director of Marketing + Communications, oversee development communication needs. Ensure the development of policies and procedures for maintaining compliance and record accuracy.
- » **Strategy Development + Execution.** Analyze trends, assess internal capabilities, identify expansion opportunities, and outline actionable steps to increase the team's impact, revenue, and reach. Monitor and report on OKRs (Objectives and Key Results), regularly reviewing objectives, tracking progress against results, and adjusting to ensure the team's efforts effectively drive the desired impact.
- » **Budget Development + Monitoring.** Support the CEO with budget management, assisting with revenue forecasts and cost estimation associated with individual and institutional giving. Monitor expenses as assigned.
- » **Staff Supervision.** Support an inclusive, equitable, team-based environment. Provide mentorship and guidance to staff in establishing individual work plans to support team goals; cultivate a culture of collaboration; identify areas for professional development.
- » **Reporting.** Provide reports on fundraising performance, as requested by the CEO.

Direction of Individual + Institutional Giving Activities

- » **Individual Giving.** Oversee the execution of the individual giving strategy, which involves all activities pertaining to cultivating donations from individual donors.
- » **Institutional Giving.** Oversee the execution of institutional giving strategy, leading the development team in research, cultivation, grant writing, administration, and reporting.
- » **Lead 25th Anniversary Campaign.** Design and implement a comprehensive giving campaign in support of the organization's 25th anniversary.
- » **Donor Stewardship + Relationship Management.** Build and strengthen relationships with external partners, donors, and funders. Support donor stewardship by directing and participating in the face-to-face cultivation and solicitation of gifts.
- » **Donor Services + Systems.** Support the CEO in ensuring TBG effectively manages its donor database and provides high-quality donor services.

Qualifications

Knowledge, Skills, and Experience

- » Seasoned fundraising professional with five to ten years of experience, with at least two years in a team leadership position.
- » A track record of raising funds for nonprofits with an annual budget of at least \$2-\$5 million, with experience developing and managing fundraising strategies and plans for a program and/or organization through grant seeking, corporate giving, and individual donor fundraising.
- » Project management: Ability to develop goals and plans that engage multiple partners, juggle multiple work streams in a remote environment, and make smart judgment calls on where to prioritize and when to pivot.
- » Relationship building: Track record of building strong relationships with diverse partners across race, gender, and other identities.
- » Strong written and verbal communication and editing skills. An adept storyteller with the ability to develop a compelling pitch tailored to the interests and needs of a particular audience or partner.
- » Team Leadership: Proven track record in building and nurturing teams, experience in employee relations, adept at addressing concerns and cultivating a positive workplace culture.
- » Process-oriented: Collaborative, forward thinker who promotes the integration of operations from all functions and programs.
- » A grounding in justice and equity, actively working to minimize inequities in work products, decisions, policies, and processes.
- » Comfortable working in a highly collaborative organization with shared leadership.

Desired Background

- » Experience fundraising in a national, distributed organization and/or an organization focused on professional development and capacity building.
- » Experience working with a nonprofit focused on technology/education.

Techbridge Girls recognizes that there is no such thing as a perfect candidate. Even if you do not meet all the requirements for the position, we encourage you to apply. You might just be the candidate we are looking for!

Reporting Relationships

The Director of Development reports to the Chief Executive Officer and has supervisory responsibility for the Development Manager.

Leadership

(Please do not contact the organization or its leaders directly)

Savita Raj (she/her) **Chief Executive Officer**

Savita joined Techbridge Girls in August 2024 with decades-long experience in leadership, strategy, and fundraising focused on creating equitable STEM programs in underserved communities.

Most recently, Savita served as the Chief Executive Officer at BootUp Professional Development, where she led the organization in its mission of delivering equitable computer science programs in underserved communities. An engineer by training, Savita has also served as the Chief Program Officer for Girl Scouts of the USA and as the Executive Director for the Texas Alliance for Minorities in Engineering.

Molly McDonald (she/her) **Development Manager**

Molly is an accomplished nonprofit professional with over eight years of experience dedicated to fostering meaningful connections and enhancing donor relationships. With a passion for philanthropy and a keen understanding of donor stewardship, Molly has played a pivotal role in driving the mission and impact of various organizations.

In addition to her expertise in relationship development, Molly is highly skilled in donor communication and stewardship. She has a proven track record of crafting compelling narratives and impactful messaging that effectively communicate the organization's mission and vision, ultimately

driving donor engagement and support. Molly is committed to making a difference in the nonprofit sector and is dedicated to advancing the goals of organizations that are making a positive impact in their communities.

Compensation + Benefits

This is a full-time, fully remote position with a comprehensive benefits package, including health benefits, retirement, professional development, flexible schedule, vacation, and more.

The salary range for the role is \$115,000 to \$125,000, depending on experience and geography. We offer a flexible work environment with the following added benefits:

- » Generous paid vacation and sick leave
- » Subsidized health insurance
- » 100% employer paid Dental, Vision, and Life Insurance
- » 403(b) retirement plan with employer match after ten months of employment
- » Annual professional development stipend
- » Home office stipend, including monthly stipend for telephone/internet

As a reflection of our firm's commitment to equity and equal pay for all, Cooper Coleman requires that salary ranges or salary starting points be published for every search we conduct. The practice of not posting salaries perpetuates the gender and racial wage gap and discriminates against women, people of color, and other historically excluded populations by causing individuals to negotiate from a disadvantaged starting point.

Location + Travel

This 100% remote position will require about 15-20% travel, including an annual all-staff retreat, donor meetings, and professional conferences.

Equity + Diversity

Techbridge Girls is a social justice organization committed to creating a fair and equitable society for all girls to thrive and succeed in STEM, no matter their background, race, ethnicity, socio-economic status, gender identity, and/or orientation. As a woman-led organization of over 70% people of color, we are committed to creating an inclusive and diverse workplace where every staff member feels heard, supported, valued, and can share their authentic brilliance to move the Techbridge Girls mission forward.

We are an equal-opportunity employer committed to addressing issues of racism and inequity internally and externally.

Background Checks

Before sending your resume for this position, please read it over for accuracy. Cooper Coleman verifies its candidates' employment and academic credentials represented at the time of offer, and an offer of employment is contingent upon the successful completion of a civil and criminal background check.

Submission Instructions *(please read carefully)*

[Cooper Coleman](#) is leading this search on behalf of Techbridge Girls. To apply, please [visit this link](#) (www.coopercoleman.com/current-searches). Inquiries and nominations of qualified candidates can be sent to:

Paul Towne
paul@coopercoleman.com

Kindly use the position title as the subject line of your email. All inquiries will be held in confidence.

A cover letter is not required with your initial application but is welcomed to help us understand your fitness for this role during our initial evaluation. Candidates invited for interviews with the Techbridge Girls team will be asked to provide a thoughtful letter of interest indicating their specific qualifications for the opportunity, desire to join Techbridge Girls, and connection to its mission.

Review of applications will begin immediately and continue until the successful candidate has been selected.

Cooper Coleman LLC is committed to providing equal employment opportunities to all qualified candidates and will refer candidates without regard to race, color, religion, national origin, sex, sexual orientation or identity, age, ability, veteran status, or any other legally protected basis.

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About Cooper Coleman

Cooper Coleman is a full-service recruiting and consulting firm partnering exclusively with nonprofit organizations, foundations, and research and academic institutions to drive meaningful growth. We move organizations *forward* by placing the right leaders in the right roles at the right time, and we help to strengthen management and fundraising capacity to amplify their mission and impact.

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