




NATIONAL FOSTER YOUTH INSTITUTE

DIRECTOR OF DEVELOPMENT





ABOUT THE NATIONAL FOSTER YOUTH INSTITUTE

 The National Foster Youth Institute (NFYI) is a non-partisan, 501(c)(3) organization dedicated to ensuring that current and former foster youth have a seat at the table alongside legislators, policymakers, decision makers, families, and child welfare advocates. We believe that truly transformative foster care reform is possible only when individuals who have personally experienced the child welfare system have leadership roles in changing it.

NFYI creates pipelines of leadership that connect current and former foster youth between the ages of 18 and 30 with decision makers to change the systems that impact them. We do that by building relationships with elected officials at the local and federal levels, training and empowering foster youth and families to make their voices heard, and organizing grassroots support for child welfare reform.

As we approach our 15th year, we are at a pivotal moment in our organization's history — building on past successes and expanding our impact. NFYI is co-headquartered in Los Angeles and Washington, DC and operates as a fully remote organization.



POSITION DESCRIPTION

Reporting to the CEO, the Director of Development will lead NFYI’s fundraising strategy and frontline fundraising efforts, with responsibility for raising \$2 million in the first year through a diversified portfolio of foundation, individual, corporate, and event-based revenue. The Director will be expected to build toward multi-year revenue growth, setting and meeting ambitious goals year over year.

A key priority for this role is expanding NFYI’s funder base. We are looking for someone who brings existing relationships to the table — with foundations, individual donors, and corporate partners — and has innovative, entrepreneurial approaches to opening new doors and creating pathways for growth. Experience fundraising across both coasts is essential.

The Director will manage a personal portfolio of major donors and prospects and work closely with the CEO and Board of Directors to cultivate, solicit,

and steward high-level relationships. This person will also manage relationships with development consultants and serve as the organization’s primary point of contact with external development partners.

This role is a senior leadership position. The Director of Development participates in organizational strategy and planning, represents NFYI externally in the philanthropic community, and contributes to the overall direction and culture of the organization. The Director will lead NFYI’s development function from day one, with strong potential to grow and build out the department over time.

This is a full-time role, and NFYI expects the Director to be fully available to the organization during business hours in their time zone. Because NFYI operates as a remote organization, regular in-person meetings are expected, and demonstrated success working and thriving in a remote environment is a strong plus.



ESSENTIAL DUTIES & RESPONSIBILITIES

Fundraising Strategy & Revenue Growth

- Lead and execute NFYI's comprehensive annual and multi-year fundraising strategy in partnership with the CEO and Board of Directors, with a Year 1 goal of \$2 million and a clear path toward sustained growth.
- Develop, track, and report on revenue projections, pipelines, and KPIs — including multi-year forecasts — providing regular updates to senior leadership and the Board.
- Actively expand NFYI's funder portfolio by identifying and cultivating new foundations, individual donors, and corporate partners, including those with whom the Director brings existing relationships.

Major Gifts & Donor Portfolio Management

- Manage a personal portfolio of major donors, institutions, and prospects, including direct cultivation, solicitation, and stewardship.
- Initiate and develop personalized cultivation strategies for key donor relationships; prepare meeting briefs, conduct direct solicitations, and manage follow-through.
- Collaborate with the CEO and Board members on high-level donor relationships, providing preparation, materials, and support for leadership-led asks.

Institutional Fundraising

- Oversee foundation fundraising strategy end-to-end: prospecting, relationship development, proposal writing, grant compliance, and reporting.
- Manage a portfolio of existing foundation funders while building new institutional relationships, with experience navigating funders across both coasts.

Corporate Partnerships & Events

- Maintain and grow NFYI's corporate partnerships,

with particular attention to signature initiatives such as Congressional Shadow Day.

- Identify new opportunities for corporate collaboration, sponsorship, and employee engagement programs.
- Oversee strategy and execution for NFYI's annual fundraiser and donor engagement events, in partnership with staff, board members, and consultants.

Annual Fund & Digital Fundraising

- Collaborate with communications staff and consultants to develop and execute an annual giving program, including print, digital, email, and social media fundraising campaigns.
- Build and maintain a robust donor pipeline at all levels, from first-time donors to major and planned giving prospects.

Systems, Operations & Leadership

- Ensure best practices in donor data management, CRM hygiene, and fundraising reporting across all revenue streams.
- Manage relationships with multiple development consultants; serve as NFYI's main point of contact with external development partners.
- Serve as a senior member of NFYI's leadership team, contributing to organizational strategy, planning, and cross-functional decision-making.
- Represent NFYI in the philanthropic community, at sector events, and in relationships with peer organizations, funders, and advocacy partners.
- Personally handle the essential, hands-on work that sustains fundraising and is a critical part of this role — including donor acknowledgment letters, maintaining revenue tracking spreadsheets, preparing briefing materials for donor meetings, and completing contact reports and relationship tracking.

ESSENTIAL SKILLS, EXPERIENCE & VALUES

Experience

- 5–7 years of demonstrated success in nonprofit fundraising, with a track record of securing major gifts and consistently meeting or exceeding revenue goals.
- Proven ability to set and achieve multi-year fundraising targets, with the discipline to build pipelines and measure performance over time.
- Demonstrated success expanding funder portfolios — bringing new foundations, individual donors, and corporate partners to an organization, not only stewarding existing relationships.
- Experience fundraising across multiple regional markets; bi-coastal experience strongly preferred.
- Experience managing a personal major donor portfolio and leading complex solicitations in collaboration with senior leadership and board members.
- Event and campaign fundraising experience, including high-profile annual events and digital fundraising campaigns.

Skills & Competencies

- Exceptional verbal and written communication skills, including the ability to develop compelling proposals, donor materials, case statements, and reports.
- Strategic thinker with strong operational discipline — able to set direction and manage the details required to execute against it.

- Relationship-builder with cultural humility and the ability to connect authentically with diverse stakeholders, including major donors, corporate partners, elected officials, foundation program officers, and young people who have experienced foster care.
- Self-starter with an entrepreneurial mindset — someone who identifies opportunities proactively and is comfortable building in an environment with significant autonomy.
- Proficiency with CRM/donor database systems (Salesforce, Raiser's Edge, or comparable); strong command of Google Suite and Microsoft Office.
- Ability to manage multiple priorities and relationships simultaneously in a fast-paced, remote work environment.
- Demonstrated success working and thriving in a fully remote environment.

Mission Alignment

- Genuine commitment to foster youth, youth development, and the belief that young people who have experienced the child welfare system should have leadership roles in changing it.
- Cultural humility and deep respect for the lived expertise of current and former foster youth.
- Sufficient familiarity with child welfare policy to articulate clearly why NFYI's work merits philanthropic investment.
- Commitment to equity, inclusion, and the principle that the people closest to a problem are best positioned to lead its solution.

TO APPLY

Please submit a cover letter and resume detailing your development experience, your approach to fundraising, and your interest in joining the National Foster Youth Institute. Applications should be submitted to The Hawkins Company, to the attention of Todd Hawkins and Tisa Jones, at nfyi@thehawkinscompany.com.

Applications must be submitted no later than July 10, 2026.



THE HAWKINS COMPANY
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NFYI is an equal opportunity employer committed to building a diverse team. We strongly encourage applications from people of color, individuals who identify as LGBTQ+, people with disabilities, and those with personal experience with the foster care system.