



Mosaic Health Center

Director of Development

Job Title: Director of Development

Location: Clarkston, Georgia (Hybrid/Flexible Schedule Available)

Organization: Mosaic Health Center

Reports to: Executive Director

Status: Full-Time, Exempt

Organization Overview

Mosaic Health Center's mission is to provide people of diverse means and backgrounds a place where they can receive the compassionate high-quality care that they deserve. Our vision is to build a sustainable healthcare system that is accessible to everyone regardless of race, ethnicity, citizenship or insurance status and which respects the basic dignity of every living person.

Position Description

Mosaic is seeking an experienced, highly motivated, team-oriented fundraiser to serve as our Director of Development. The Director of Development is responsible for waking up every day excited to raise money for our mission by developing and executing Mosaic's comprehensive fundraising strategy to support the organization's mission and long-term sustainability. This person will play a key role in cultivating individual and institutional donors, overseeing grant writing and reporting, and coordinating development campaigns and communications. The ideal candidate is both a strategic thinker and a people-person, with a deep passion for community health and equity, and will have at least 3 years of development or relevant sales experience, an ability to build strong individual and institutional relationships, an excitement around cultivating and closing gifts, the creativity necessary to create compelling campaigns and donor messaging, the grit to persevere, and the compassion and empathy toward our mission to authentically express why our work matters so much in our community.

The position will report to the Executive Director and will be responsible for taking a highly successful development program to the next level, deepening and broadening our support from individual and institutional donors. This is an exciting opportunity to work on a diverse and motivated team, with a mission that is critical and impactful, and with an Executive Director who is a seasoned and successful fundraiser.



Responsibilities include:

Fundraising Strategy

- Working with the Executive Director, the leadership team, and key board members, develop and execute a multi-year fundraising plan for operational support including individual and institutional giving.
- Support the capital campaign strategy and execution

Grants & Institutional Giving

- Identify, write, and manage grant proposals and reports to foundations, corporations and government agencies
- Maintain an organized calendar of grants, opportunities, deadlines, and reporting requirements
- Utilize the latest technological advances, combined with human creativity and strong writing, to craft powerful and successful grant proposals
- Ensure grant compliance

Individual Stewardship and Solicitation

- Lead donor segmentation and stewardship strategies, cultivate individual major donors, and execute a robust annual fund campaign.
- Build and sustain a strong major gifts program and solicit a significant number of major gifts each year

Donor Stewardship

- Organize donor appreciation events and communications
- Oversee direct mail, email campaigns, and digital engagement strategies
- Coordinate overall donor communications strategy

Communications and Branding

- Working with the marketing consultant, collaborate on marketing and public relations efforts that support fundraising
- Help to craft compelling narratives and impact stories

Leadership

- Work with key board members to execute and refine the development strategy
- Serve as a member of the organization's leadership team, contributing to the overall strategy and sustainability of the organization



Qualifications:

- Bachelor's degree and 3-5 years of development experience, including any combination of grant writing, annual fund campaign work, fundraising execution, major gifts, and solicitations, is required
- Non-profit management degree or Certified Fundraising Executive (CFRE) certificate preferred
- Grant writing experience preferred
- Team-player, with a professional history of increasing responsibility in jobs, a track record of working with diverse teams, an ability to manage conflict and work well with others, and a person who displays grit and determination, is goal-oriented, and who finds joy in fundraising