



YMCA of Somerville

**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Director of Development Somerville YMCA

Somerville, MA

www.somervilleymca.org

Submit Nominations or Cover Letter and Resume to:

Troy Finn

Senior Advisor, Starrs Aligned

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THE OPPORTUNITY

The Somerville YMCA is seeking a Director of Development, a key member of the organization's leadership team who will partner with fundraising counsel to build a robust philanthropic program and lay the groundwork for a compelling comprehensive campaign.

Reporting directly to the President & CEO, the Director will manage a portfolio of active donors and prospects, including individuals and institutional donors, ranging from mid-level to major gifts in order to facilitate and deepen their involvement with the Y. The Director will be a self-starter and excellent multi-tasker and contribute to the Development team's annual fundraising goals and expand the Y's pipeline of major gifts and planned giving donors.



The ideal candidate will be a proactive frontline fundraiser with knowledge of the fundamentals of prospect moves management and portfolio management. The Director will also serve as a compelling advocate for the Y's mission and community programs.

This is an exciting time to join the Somerville Y as the organization plans for an exciting future, building on more than 150 years of service to the Somerville community.

SOMERVILLE YMCA

The Somerville YMCA empowers youth, improves health, and strengthens community. Founded in 1867, today the Y serves a diverse population of more than 5,000 adults and children from Somerville and the surrounding area who learn, grow, and thrive through its programs and services. Community is the cornerstone of the Y. The organization connects active, engaged members to build stronger communities.



With a commitment to building a community where all people, especially the young, are encouraged to develop their fullest potential in spirit, mind, and body, the Somerville Y serves as a cornerstone in the community, providing values-based programs and services for youth and adults.

Each year, the Somerville Y reaches over 5,000 people and 2,500 youths through a variety of social, cultural, and athletic programs designed to help participants grow personally, understand others, and appreciate the world's diversity. The Somerville Y serves the City of Somerville and its adjacent neighborhoods in Boston, Cambridge, Arlington, Medford, Malden, and Everett, an area generally defined as lower middle-class suburbs of Boston.

The Somerville Y recently acquired a multifamily property at 136 School Street for \$5M. The property will be part of the Y's plans for redevelopment of the property. In September, the Somerville Y announced a partnership with Consigli, Stantec, & CSL Consulting to ensure the longstanding mission of the Somerville Y continues well into the future as it has done for the past 156 years.

The Somerville Y has been a cornerstone of the community for 156 years, providing transformative programs and services that nurture the potential of every individual and promote a healthy spirit, mind, and body. With a commitment to social responsibility and community development, the Somerville Y strives to create a positive impact and empower individuals to reach their full potential.

The project will encompass the following key components, each designed to address the pressing needs of the community:

- **New Y Facility:** As part of this visionary project, a state-of-the-art Y facility will be constructed. This modern facility will serve as a thriving community hub, offering a wide range of amenities and services for people of all ages and backgrounds. From health and wellness programs to educational initiatives and recreational activities, the new Y facility will foster a sense of well-being and belonging within the community.
- **Community Engagement:** The Somerville Y is dedicated to creating meaningful engagement opportunities that empower individuals and foster a strong sense of community. Through various initiatives, the project aims to bring people together, providing spaces and programs that encourage connection, collaboration, and personal growth.
- **Affordable Housing:** Recognizing the importance of safe and stable homes, the Somerville Y is committed to preserving and expanding the affordable housing inventory in the area. The project aims to help meet the diverse needs of individuals and families within the community.

DIRECTOR OF DEVELOPMENT

The successful candidate will thrive in an environment of innovation, excellence, and social justice for all. They will demonstrate a commitment to the Y's unique mission, history, strengths, opportunities, and ambitions with the capacity to work closely with constituents across the organization, as well as on and off campus to build respectful and collegial relationships through expert work and clear management while committing to the process of continuous improvement in service to the Y. The incumbent will be a relationship- and results-oriented leader with a growth mindset and strong work ethic, and with the intellectual and emotional acumen to successfully serve in an evolving institution while identifying and capitalizing on new philanthropic opportunities.

This key position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. The incumbent manages and develops the full range of activities required to market and promote YMCA initiatives and prepare, submit, and manage grant proposals to public and private sources in order to support and achieve YMCA philanthropic endeavors.

The Director will be expected to solicit annual unrestricted gifts while cultivating prospects to potentially commit to larger multi-year commitments. This would include restricted programmatic gifts as well as endowment, capital, and planned gifts.

Partnership will be vital to this position's success. As such, the Director is expected to be a collaborative and strategic fundraiser, working closely with program and operations colleagues to achieve annual fundraising targets.

Key Responsibilities:

- Independently manage a portfolio of individual and institutional prospects through all phases of the giving cycle, from qualification through cultivation, solicitation, and stewardship.
- Build and grow a comprehensive annual giving program using omni-channel direct response strategies to secure financial support for the Y and build a pool of prospective major donors
- Actively maintain a current body of knowledge about the Y's and branches' donor base, programs, aspirations and development priorities.
- Leveraging the Y's engagement opportunities, including special events and other cultivation activities, plan and execute an ambitious and strategic schedule of individualized correspondence, meetings, and site visits that deepen donors' relationships with the Y.
- Research potential funders, (i.e., individuals, foundations, corporations, etc.) and identify prospects who may have the capacity and inclination to support the Y. Update and add to the overall prospect management list by identifying additional major gift prospects through identification and qualification of current Y members.
- Draft funding proposals to request support from individuals and corporations.
- Plan and coordinate meetings with top prospects for the President & CEO, including drafting key written communications, meeting briefings, and acknowledgment letters.
- Create and maintain stewardship plans for top individual and institutional donors and prospects and work collaboratively with colleagues in fulfilling donor recognition benefits.
- Produce timely gift acknowledgment letters and other stewardship strategies on behalf of the President & CEO.
- Maintain current and accurate records in a database, tracking documents (visit and call reports), and files.
- Assist with special events as needed.
- Actively participate in staff meetings and retreats.
- 40%-50% of time will be spent contacting and visiting with donors and prospective donors.



Candidate Profile:

- Passion for the Y's mission and programs.
- Bachelor's degree preferred and/or equivalent combination of related education and experience.
- Minimum three years of experience in frontline fundraising, non-profit donor relationship management, and/or sales.
- Experience soliciting support in face-to-face meetings.
- Exceptional persuasive writing, proofreading, and editing skills.
- Strong and flexible time management and organizational skills.
- Ability to plan and balance multiple projects and priorities in a dynamic environment with both long- and short-term deadlines.
- Care and consistency in matters of accuracy, presentation, and attention to detail.
- Ability to build relationships with people from varying constituencies and work within a multigenerational and diverse-identity environment, including high net worth and mid-level donors, members, branch board members, staff, and volunteers.
- Excellent social and interpersonal skills and comfort speaking in public.
- Willingness to work occasional evenings/ weekends for events and donor visits.
- Fluency in Microsoft Word, Excel, and PowerPoint.
- Ability to work interactively and collaborate as a team.
- High work ethic and commitment to professional development.
- Ability to collaborate and commitment to creating a positive work environment.
- Sense of humor.
- Experience with matrixed reporting and knowledge of fundraising technologies preferred.

Key elements of this role:

- **Mission Advancement:** Reinforces the Y's values within the organization and the community. Effectively communicates the benefits and impact of the YMCAs efforts for all stakeholders. Implements effective systems to develop volunteers at program, fundraising, and policy leadership levels. Secures resources and support for all philanthropic endeavors.

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- **Collaboration:** Develops strategies to ensure staff and volunteers reflect the community. Builds and nurtures strategic relationships to enhance support for the YMCA. Serves as a community leader building collaborations based on trust and credibility to advance YMCA mission and goals. Communicates for influence to attain buy-in and support of goals. Provides tools and resources for the development of others.
- **Operational Effectiveness:** Integrates multiple thinking processes to make decisions. Involves members and community in the development of programs and activities. Ensures execution of plans. Institutes sound accounting procedures, investment policies and financial controls. Assigns clear accountability and ensures continuous improvement.
- **Personal Growth:** Fosters a learning environment embracing diverse abilities and approaches. Creates a sense of urgency and positive tension to support change. Anticipates challenges that can sidetrack or derail growth and personal learning. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

The Somerville YMCA offers a variety of benefits to its staff members, including retirement benefits, medical, paid time off, free YMCA membership, and more. Benefit eligibility is determined by an individual's employment status, tenure, and/or the number of hours scheduled to work. The salary range for this position is \$55,000-\$65,000 commensurate with experience.

LEADERSHIP



The Somerville YMCA is led by Vladimir Benoit who became President and CEO of the organization in 2021 after serving as the Y's Director of Operations. Vlad's career has spanned roles in finance including client-focused positions at Fidelity, New York Life, and Citizens.

Vlad obtained his bachelor's degree in business administration from Fitchburg State University where he was a member of football, basketball, and track & field teams, and he obtained the Certified Fundraising Executive (CFRE) credential in 2023. Having grown up in Somerville as a member of the Somerville Y from his youth, Vlad credits the organization with changing his life.

INVESTING IN YOU

The Somerville YMCA is always in search of talented individuals who can continue its tradition of delivering high-quality community service and innovative solutions to problems in the community. Apply your experience, knowledge, creativity, and energy to discover new talents within yourself as you make a difference in the community around you. The Y fosters an environment built upon teamwork, staff development, and community. The Y provides a fun, safe and caring environment where you can build your career. Reach your greatest potential with the Y!

Respect, responsibility, caring, and honesty are important values at the Y. The organization is looking for people who are professional, have team spirit, respect others, have excellent work relationship skills, and take pride in knowing that they make a difference.

As a Y staff member, you will play a key role in changing the lives of kids and families while helping to shape the future of the Somerville YMCA. Staff and volunteers care deeply about the community and the work they do with members. The Y provides a fun and supportive work environment, where employees understand their roles, work effectively with their peers and supervisors and enjoy a healthy work/life balance.

EQUAL EMPLOYMENT OPPORTUNITY

The Somerville YMCA is committed to ensuring equal employment opportunity for all persons, regardless of age, race, gender and gender identity, sexual orientation, religion, heritage or national origin, economic circumstance, mental or physical disability or handicap, status as a veteran, citizenship, pregnancy and pregnancy related conditions or other protected class in accordance with applicable federal, state, and local laws. This program applies to all of Somerville YMCA's employment and personnel practices, including recruiting and advertising, hiring, compensation, benefits, promotions, transfers, demotions, training, and any other actions affecting employees. Accordingly, the Somerville YMCA affords reasonable accommodation to otherwise qualified applicants and employees when such accommodation is necessitated by such individual's known disability or religious beliefs. The Y strives to create a respectful workplace and engaging in any act which illegally discriminates against another employee will not be tolerated.

DIVERSITY, EQUITY, INCLUSION & BELONGING STATEMENT

"For all" is a simple, but powerful phrase. Without it, the YMCA's mission is incomplete. The organization's commitment to diversity, equity, inclusion and belonging creates better communities, a better country, and a better world. Core values are caring, honesty, respect, and responsibility—they guide everything the Y does.

- **Commitment to Diversity:** The Y is made up of people of all ages and from every walk of life working side by side to strengthen communities. Together, Y staff and volunteers work to ensure that everyone, regardless of means, abilities and/or dimension of diversity, has the opportunity to reach their full potential with dignity. Diversity includes all the ways in which people differ, and it encompasses all the different characteristics that make one individual or group different from another.
- **Commitment to Equity:** The Y actively promotes a culture free from bias and injustice. The organization is dedicated to recognizing and removing institutional and systemic barriers that result in oppression and racism. And it is accountable to marginalized communities for creating equitable and sustainable environments where social justice is woven into every facet of the organization, and by caring for the community in a culturally versatile and respectful manner.
- **Commitment to Inclusion:** Communities are stronger and more vibrant when everyone is and feels included, when their input is valued and when they can fully participate and contribute their unique talents for the greater good.
- **Commitment to Belonging:** The Y is committed to creating and fostering a culture where people feel they belong and feel safe, both emotionally and physically. The Y acknowledges the importance of a sense of belonging – the freedom to be your genuine and authentic self while feeling supported and accepted.

CANDIDACY PROCEDURE

Starrs Aligned has been retained to conduct this search on behalf of the Somerville YMCA. Consideration of candidates will continue until the position is filled. Candidates should submit, in confidence, a resume and cover letter. Communications, nominations, applications, and inquiries concerning this search should be directed to Troy Finn, Senior Advisor, at: ymca@starrsaligned.com.

Prior to submitting your resume for this position, please review it carefully for accuracy. Academic credentials and background checks of candidates will be completed prior to finalizing an offer for employment.