

# COMMUNITIES UNITED FOR POLICE REFORM

CPR Development Manager  
Job Posting (as of 7/2019)

*Applications will be accepted on a rolling basis until the position is filled.*

**About Communities United for Police Reform:** [Communities United for Police Reform \(CPR\)](#) is an unprecedented campaign to end discriminatory and abusive policing practices in New York City, to reduce reliance on policing for safety and to build a lasting movement that promotes community safety based on cooperation and respect – not discriminatory targeting and harassment.

**DEVELOPMENT MANAGER Position Summary:** The Development Manager will work with the Director, steering committee members and others to develop and implement fundraising strategies and efforts to support the growing resource needs of CPR and CPR members (particularly community organizing groups led by communities directly impacted by abusive policing). The Development Manager will help develop and manage key relationships to increase CPR's visibility, impact and financial strength in order to advance a multi-strategy campaign for police accountability, including an ambitious policy and organizing agenda. As a member of a small staff team, the ideal candidate is a seasoned fundraiser with demonstrated commitment to raising funds for community organizing and social change; is committed to CPR's principles and issues; is flexible and effective in a fast-paced and evolving environment, and has a great sense of humor.

## PRIMARY RESPONSIBILITIES

- In collaboration with Director and others, develop and implement comprehensive annual and multi-year development plans and budgets to include grassroots appeals to individuals, major gifts, foundation grants, special events, and other strategies to raise annual budget goals to advance CPR's campaign priorities
- Coordinate and support CPR's Director, Steering Committee members, resource development team, and others in fundraising efforts
- Research, develop, submit, track and steward proposals for foundation grants with a long-term relationship approach; coordinate foundation site visits and ongoing communication with institutional donors
- Develop and manage crowdfunding, direct mail, and other fundraising campaigns to expand CPR's base of individual donors and other revenue sources
- Oversee coordination and implementation of special events, including but not limited to, gala event, house parties and other related activities
- Identify and manage follow-up with potential donor prospects (institutional and individual)
- Establish and implement systems and processes for effective identification, tracking, and recognition of donors and prospects, including data management, donor acknowledgments, and ongoing communication with individual donors and institutional funders
- Coordinate timely and accurate reporting for all funding sources
- Recruit and supervise relevant vendors, consultants, interns and volunteers

## Other responsibilities

- Collaborate with other staff to ensure strong cross-area coordination throughout the campaign, including leadership and partnership in planning and implementation of relevant communications strategies.

- Represent CPR at external meetings and events, as necessary, to advance priorities.
- Share infrastructure/administrative responsibilities with other staff, including assist in other campaign meetings/events, as requested.

### **Qualifications and Skills of Ideal Candidate**

- **Passion for/knowledge of police accountability issues, and demonstrated commitment to the vision and values of CPR.** Knowledge of key issues, commitment and demonstrated experience working with diverse low-income communities of color directly affected by discriminatory and abusive policing, including youth, LGBT and gender nonconforming people, homeless people, immigrants, Muslim communities, women, and people with disabilities. Loves and respects community organizing.
- **5+ years of relevant experience fundraising and leading successful fundraising campaign(s),** including for grassroots community organizing
- **Demonstrated success at raising \$750,000+ annually** from a mix of individuals, events, appeals, and foundations, including success at cultivating, soliciting, and securing gifts from \$5,000 - \$100,000+ levels
- **Strong interpersonal communication skills, and excellent writing and research skills,** including: experience coordinating teams; facilitating meetings; demonstrated experience understanding and acting on complexities of group/coalition dynamics; at least 3 years' experience recruiting, retaining and supervising staff/volunteers; ability and track record of writing well, quickly, and within deadlines.
- **Detail-oriented, results-driven, excellent time/project management skills:** creative, results and detail-oriented, and able to manage and prioritize multiple responsibilities within deadlines and in resource-limited environment.  
Proficient in various database programs and fundraising platforms.

**Position Reports to:** Director

**Compensation and Schedule:** This is a full-time salaried position. Current annual salary range for this position is \$50K - \$62K, based on experience and qualifications. Generous benefits package. Most work will be during regular business hours, but schedule varies based on activities of the campaign, and will require working evenings and weekends, as needed.

**How to apply:** Please send your resume, a cover letter, and contact information for three professional references to [jobs@changethenypd.org](mailto:jobs@changethenypd.org). Include the position title: "Development Manager" in the email's subject line. **The position will be open until filled.** No phone calls please. We appreciate all applicants. Please be advised that we can only respond to those we intend to interview. For more information about CPR, please visit our website at [www.changethenypd.org](http://www.changethenypd.org)

*Communities united for Police Reform (CPR) is an Equal Opportunity Employer and does not discriminate on the basis of race, creed, sexual orientation, gender identity, age, ethnicity, national origin, religion, or disability.*