

## **SNAP San Diego**

### **Executive Director of Development**

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#### **THE OPPORTUNITY**

The Angeletti Group invites nominations and applications for the Executive Director of Development of Spay Neuter Action Project San Diego (SNAP). The organization seeks a dynamic, mission-driven leader to oversee all aspects of its development and fundraising program.

As one of SNAP's senior leaders, the Executive Director of Development will report to the Board of Trustees. In this role they will be responsible for planning, developing, leading, and managing all of SNAP's development, fundraising, marketing, and community relations activities, including oversight of the department's budgeting function. The Executive Director of Development will supervise the development office staff, work collaboratively with the Executive Director of Operations, the Board Chair, the Board of Trustees, and the Advisory Committee, and manage a portfolio of donor and prospect relationships.

#### **ABOUT SNAP**

Located in San Diego County, SNAP was founded in 1990 by a group of volunteers at a local municipal animal shelter who knew that adoption alone would not solve the stray animal problem. There were simply too many unwanted animals for the number of available homes. To reduce the number of animals euthanized in shelters every year, these volunteers recognized that they had to reduce the number of animals entering the shelter system in the first place. They published a referral guide of affordable spay/neuter providers in San Diego County, to address the problem of pet overpopulation at its source.

Eventually, their efforts led to becoming an affordable spay/neuter provide a few years later. SNAP became a non-profit, 501(c)3 Charitable Organization in 1995 and a registered charity in 1996. The SNAP Team of volunteers and medical professionals made it their mission to help reduce pet overpopulation and stop euthanasia in shelters. The original "Neuter Scooter" mobile surgical bus launched in 2003 to travel directly into lower-income communities to provide affordable spay/neuter services right where they were needed most.

Since then, SNAP has provided spay and neuter services to over 50,000 animals in clinics all over San Diego County. Licensed veterinarians and registered veterinary technicians perform procedures in SNAP's Neuter Scooters under the highest standards. SNAP also provides referrals to private veterinarians who offer discounted spay and neuter procedures throughout the county.

#### **THE EXECUTIVE DIRECTOR OF DEVELOPMENT**

The Executive Director of Development will design and implement a comprehensive, goal-based, long and short-term plan for organizational advancement. This will include annual giving, major gifts, planned gifts, corporate and foundation giving and government grants, public appeals, targeted campaigns, stewardship, events (fundraising and community) and marketing and communications. This plan will increase revenues and support the mission of SNAP. The Executive Director will engage the organization's staff, Board and volunteers in all fundraising procedures and activities, and will create a

marketing and communications plan and materials, along with appropriate staff, to promote the organization.

#### AREAS OF EMPHASIS FOR EXECUTIVE DIRECTOR OF DEVELOPMENT

The Executive Director of Development will provide strategic direction, leadership, and daily management of SNAP's development and fundraising program in the following ways:

- Work with Board and Executive Director of Operations to establish fundraising forecasts, and develop calendars and action plans.
- Generate a budget for all developmental and fundraising activities, maintain accurate accounting of all departmental revenue sources, and prepare and present reports on a regular basis to the Board.
- Establish a major gifts program (donors of \$5,000+) aligned with fundraising best practices and SNAP culture.
- Build relationships with and manage a portfolio of donors and prospects, including the identification, cultivation, solicitation and stewardship of major gift prospects and donors, including current and potential Board members.
- Initiate and implement fundraising strategies to identify, diversify, cultivate, and solicit new and existing individual, foundation, corporate and government funders.
- Develop, oversee, and manage all fundraising activities including annual giving, direct mail appeals, digital appeals, fundraising/cultivation events, establishing and managing corporate sponsorship and planned giving programs and overseeing grant submissions.
- Provide support to Executive Director of Operations, Board and Advisory Committee in all fundraising initiatives.
- Supervise part-time grant writer and oversee grant proposals and reports by building a program of ongoing cultivation of foundations, businesses/corporations, government agencies and other organizations.
- Work with Board of Trustees, Executive Director of Operations, and staff to identify fundraising, communication, and marketing needs, including digital and social media; design and implement a strategic plan to address these needs.
- Develop and implement multi-channel strategies to increase awareness and impact of SNAP and clarify giving opportunities.
- Supervise and utilize donor management software according to fundraising best practices; establish policies and processes and ensure staff adherence to same.

- Be a visible and enthusiastic advocate for SNAP in the community and support the organization by attending events, making presentations, and networking with targeted audiences to inform them about SNAP and opportunities to support its work.

### **QUALIFICATIONS AND PREFERENCES**

- A minimum of five years of a demonstrated track record of progressively responsible experience in identifying, cultivating, and soliciting major gifts.
- Proven experience in fundraising, public relations, and/or marketing.
- Excellent interpersonal, managerial, analytical, organizational and communication skills, both oral and written.
- Ability to think and act independently as well as collaborate with a range of internal and external stakeholders.
- Ability to multitask and manage multiple projects; attentive to detail.
- Experience with fundraising databases; proficiency with Salesforce for nonprofits a plus.
- High code of ethics.
- Bachelor's degree required.

### **APPLICATION PROCEDURE**

Applications will be accepted until the position is filled. To be considered, candidates should submit a resume and cover letter including a statement of interest to [search@theangelettigroup.com](mailto:search@theangelettigroup.com).

Nominations and confidential inquiries made to:

The Angeletti Group  
365 South Street – Suite 100  
Morristown, NJ 07960  
(973) 540-1400  
[search@theangelettigroup.com](mailto:search@theangelettigroup.com)

Salary commensurate with experience.

*Spay Neuter Action Project San Diego provides equal employment opportunities to all employees and applicants for employment without regard to race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.*