

Position: Advancement Director

Status: Exempt

Hours: 40+ hours per week

Wage: \$90,000-115,000 DOQ

Benefits: 401k & Long-Term Disability (after 12 months),

Health Stipend, Dental, Life Insurance, Bonus Program

Work Locations: Logan (In Office)



About NNHC

Neighborhood Nonprofit Housing Corporation (NNHC) is dedicated to creating affordable housing opportunities to enable households to become financially self-sufficient. We serve low to moderate income, senior, and disabled households through rental housing, single-family home construction, land development, homeowner repair and rehabilitation, and first-time home buyers/mortgage programs.

Position Overview

NNHC is seeking a dynamic and visionary leader to help expand and lead our communications, fundraising, and strategic growth initiatives. This role will be instrumental in aligning NNHC's mission with internal and external strategies, communicating our impact in the community, and opening new funding sources to further our mission. The ideal candidate will combine expertise in organizational strategy, storytelling, marketing, stakeholder engagement, and fundraising with a passion for community development.

This position reports directly to the Executive Director and collaborates with our team in person at our office in Logan, Utah. We have periodic deadlines and event-driven demands so we maintain a flexible schedule based around either a 9- or 10-hour workday. We are an equal opportunity organization that prioritizes working as a team. Our work is rewarding as our organization makes a continued difference for people and communities.

Minimum Qualifications

- Proven experience in fundraising, grant writing, and donor relations.
- Strong background in organizational and marketing strategy.
- Excellent communication, storytelling, and stakeholder engagement skills.
- Ability to think strategically and execute plans effectively.
- Passion for engaging and serving communities and people.
- Bachelor's degree in management, communications, marketing, or related field.
- Strong interpersonal and communication skills, self-motivated and self-directed.

Essential Functions

- Fundraising & Development
 - Design and implement a comprehensive fundraising program including individual giving, corporate partnerships, and major donor cultivation.
 - Manage relationships with foundations, funding agencies, and individual donors.
 - Assist in identifying and pursuing new revenue streams to support NNHC's programs and growth.

- Strategic Planning & Partnerships
 - Collaborate with internal teams to integrate mission objectives and business strategies into organizational planning.
 - Serve as a key strategic business partner with leadership, aligning organizational goals with external opportunities.
 - Develop and maintain strong relationships with stakeholders, donors, and community partners.
 - Represent NNHC at community events, conferences, and public forums.
 - Assist the organization in monitoring and reporting on program performance and impact metrics.
 - Marketing & Storytelling
 - Craft compelling narratives that communicate NNHC's mission, impact, and vision.
 - Oversee marketing and communication strategies to enhance brand visibility and engagement.
 - Utilize digital platforms and campaigns to reach diverse audiences and build community support.
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Why Join NNHC?

- Make a tangible impact on families and communities.
 - Work with a passionate team committed to providing housing options within our communities.
 - Opportunity to shape the future of a growing nonprofit organization.
 - NNHC is in a strong financial and asset position and needs additional capacity to help restructure programs and housing offerings.
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Work Environment:

- Work hours: 4x 10s with Friday's off or 4x 9s schedule with every other Friday off. Typical work hours are between 7am and 5:30pm with a 30 minute lunch. This position will primarily function within the office but will need to maintain a flexible schedule based on work needs.
- Position performs in an office environment but may frequently require site visits or off-site meetings. Tasks require a variety of physical activities such as walking, standing, stooping, sitting, reaching, talking, hearing, and seeing. Work tasks require common eye, hand, finger, leg and foot dexterity. Mental tasks require the use of memory for details, verbal instructions, emotional stability, and discriminating thinking.
- The position requires a valid driver's license and ability to drive. Must not have any DUI/ARR within the past five (5) years and less than two (2) moving violations within the past 24 months.
- Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed and employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer.

For information on how to apply, go to: <https://www.nnhc.org/careers/>