



Position Description:

Partnership & Development Director

Social Venture Partners Portland is seeking a full-time Partnership & Development Director to work directly with the Executive Director to:

- serve and draw on the philanthropic interests of Partners;
- facilitate engagement of our Partners to strengthen SVPP and SVPP Investees;
- develop and manage educational, social and family service programs;
- assist with marketing, recruitment and revenue development; and,
- manage various tracking, outcome and evaluation tools.

The Director will have significant interaction with accomplished professionals in the business, funding and nonprofit sectors.

ORGANIZATION OVERVIEW:

Social Venture Partners (SVP) is a network of social investors who combine financial contributions, professional skills and community passion to be a bigger difference.



SVP's unique model is called "venture philanthropy" because it's based on venture capital investing. Similar to its for-profit counterpart, SVP finds the most effective, visionary nonprofits in the greater Portland community and leverages our collective resources—financial, intellectual, network and reputation capital—to strengthen their infrastructure and outcomes. As a Partnership, we learn together how to become more strategic and impactful donors through educational events and experiential learning. We also involve our children in learning and giving, for maximum long-term effects.

SVP Portland is joined in this effort by 25 other SVP affiliates (and growing) around the world investing in their local communities. Since SVP Portland's inception, we have invested grant funding of more than \$1.4 million in nonprofits in the Portland area and the SVP network has contributed \$36.1 million to 397 nonprofits worldwide.

OPPORTUNITY:

Our Partnership is growing and becoming more vibrant, engaged and visionary both in Portland and throughout the global SVP network. SVP will play an increasingly central role in greater Portland by connecting abundant but undiscovered volunteer expertise and financial resources to highly leveraged and effective community efforts that meet critical needs. Approaching our ten year anniversary in 2011, more outreach and word of mouth is needed, new Partners and collaborators recruited, and stronger commitment and engagement fostered among Partners to deepen the impact of our efforts. Our venture philanthropy model is unique and effective but still not widely recognized or fully realized in Portland. We are gaining momentum as a Partnership, but more work is needed.

The Partnership & Development Director plays a central role in the continued growth and development of our Partnership. The Director is critical to engaging Partners' hearts, minds and hands in our efforts, helping Partners make a difference in the world and strengthening the value and impact of our community investments. The Director's commitment and entrepreneurial spirit will find a home in SVPP. He/she can build relationships with business, nonprofit and foundation executives in Portland community and beyond.

ESSENTIAL RESPONSIBILITIES:

Reporting to the Executive Director, the Partnership & Development Director is responsible for the enrichment, buy-in, loyalty and satisfaction of the Partnership, including:

- Developing a deep knowledge of each Partner's values, passions, expertise, interests and donor ability;
- Facilitating and encouraging giving at the Partnership "buy-in" level and higher levels, as appropriate, and using the Executive Director and Board effectively for this purpose;
- Producing high-value volunteer and giving opportunities, educational and social events, family-service projects, networking and other creative benefits;
- Supporting the marketing and communications efforts that build value in the Partnership
- Connecting regularly with Partners and connecting Partners with one another;
- Helping Partners connect their passions, expertise and networks to our nonprofit Investees' missions and needs;
- Training and working with other Partners to support Investee engagements;
- Assisting with recruitment of new Partners and other revenue development opportunities;
- Producing contribution requests, processing donations and managing various tracking systems, especially SVPP's Salesforce.com relationship and donor management database;
- Developing and managing key metrics for tracking success in the Partnership;
- Maintaining high-quality office documents and systems, including new Partner orientation packets, volunteer tracking information and a calendar of activities; and,
- Completing general office duties related to the position (mailings, scheduling, phone calls, copying, and outreach activities, etc.) and/or helping support volunteers or interns to do so.



In accordance with SVPP's team philosophy, the Partnership & Development Director carries out or assists with other tasks as assigned by the Executive Director and members of the Board of Directors.

THE IDEAL CANDIDATE:

The ideal candidate will be a self-motivated, enthusiastic & entrepreneurial individual who enjoys working on small mission-oriented teams as a “strong second.” The ideal candidate has a strong desire to help lead a rapidly growing, high performance organization. The ideal candidate enjoys and appreciates various types of people and thrives on connecting with them on a values level—being inspired and inspiring them in a peer relationship. The ideal candidate will reflect diplomacy and strong interpersonal skills that result in lasting relationships between donors and SVP Portland. SVP Portland seeks a Partnership & Development Director who understands what it takes to invite potential donors to make a contribution and feels at ease making “the ask” but does not see people with money in their eyes. Portland donor connections are a plus.



The ideal candidate will have a professional and down-to-earth, enthusiastic demeanor with a balance of high-level, strategic thinking skills and the ability to organize and execute on ideas with meticulous quality. He/She will be able to demonstrate a history of bringing a vision to fruition with tangible results, strong communications and utilization of data for outcomes management and decision making.

SVP Portland seeks a Partnership & Development Director with a strong interest in venture philanthropy and in helping to advance the Social Venture Partners model. He/She will be able to tell a story and sell an idea in one on one interactions and through mass marketing. The Ideal Candidate will have a charismatic, strong presence but not need to be the smartest or loudest person in the room.

EDUCATION AND EXPERIENCE:

A Bachelor’s degree is required as well as five or more years of fund development or marketing/sales experience, including demonstrated success in building relationships and fundraising among high net worth individuals. Experience in both nonprofit management and business is preferred as well as experience partnering with a nonprofit Board of Directors. Excellent business writing, listening and interpersonal communications skills are essential as are strong skills in the use of information and computer technology. Experience with customer relationship management databases preferred.

HOURS/BENEFITS

- Full time – flexible work schedules and telecommuting some days a possibility; some evenings and weekends required; occasional travel for SVP conferences expected
- Salary commensurate with qualifications, but targeted at \$45,000-\$50,000
- Health and retirement benefits offered
- Professional development and coaching opportunities available

POSITION EXPECTED TO BE HIRED BY SEPTEMBER 1, 2010

SVP Portland is an equal opportunity employer. All qualified candidates are encouraged to apply. Submit your resume and one-page cover letter by email to jobs@svpportland.org by August 16.

No fax or mailed submissions will be accepted.