

Bread & Roses Community Fund seeks Development Manager

Do you love creating and maintaining systems? Are you known for your attention to detail? Are you a database maven? Do you value developing authentic relationships with a diverse range of people?

Bread & Roses Community Fund is the leading funder of grassroots organizing for racial, social, and economic justice in the Philadelphia area. We bring together a community of donors, community organizers, and other allies of movements for change around a shared goal of radically transforming individuals and society. Every year, we raise from the community nearly every dollar that we give out, and the community decides where those grants go.

Key responsibilities

- Support creation and implementation of strategies for donor cultivation, stewardship, and engagement.
- Manage constituent relations databases and any affiliated files.
- Process all incoming gifts, including database entry and acknowledgment.
- Oversee and conduct donor research.
- Contribute to planning and successful execution of all fundraising events.

Skills and experience

- *Solid fundraiser:* Fundraising experience, preferably with individual donors, paid or volunteer and with a community organizing mindset.
- *Database experience:* data entry, report creation, advanced queries, and solid understanding of data integrity. Extraordinary attention to detail.
- *Event management:* Experience planning a variety of events from start to finish. Strong project management skills and follow-through.
- *Customer service approach:* Demonstrated ability to authentically build trust, credibility, and goodwill with a wide range of audiences and across race and class.
- *Mission alignment:* Shares our vision of liberation for all people and our theory for change of movements as the key strategy to get us there.

This is a full-time position based in Philadelphia. The development manager will report to the director of communications & development. Occasional evenings and weekends are required.

Compensation

Salary range is \$40,000 to \$45,000 based on experience; benefits package includes generous paid time off, 100% employer-paid health, dental, and vision coverage, FSA for health and childcare expenses, 401(k) with employer match after the first year, and more.

How to Apply

We strongly encourage Black people, indigenous people, people of color, women, LGBTQ people, elderly people, and people with disabilities to apply.

Email resume and cover letter as [one pdf](#) to jobs@breadrosesfund.org. No phone calls, please. The deadline to apply is July 10 with a projected start date of September 1. We appreciate all applicants, but we can only respond to those best qualified for the position.