



Job announcement: Development Director

The Northwest Maritime Center is seeking a Development Director to lead ongoing philanthropic fund development and event sponsorship during a phase of rapid program and business growth. The DD will work side by side with the Executive Director, senior managers, and the board of directors to shape organization-wide strategy and manage the success of this established and growing organization. The DD manages a staff of three, works with a communications staff of two, and works in tandem with managers of the Wooden Boat Festival and the Race to Alaska for sponsorship fulfillment and acquisition.

Why we think you should want this job

There are rare moments when organizations have the combination of a talented and motivated staff, a powerful board, a healthy and productive work culture, are executing well on existing programs but still innovating and looking for the next step—we're in that moment, and it's exciting.

The NWMC is dynamic, growing, and making a difference in our community. We are roughly twice the size we were seven years ago, debt free, and helping solve community problems like systemic improvements in our public schools, economic development, and job training—plus all of the fun stuff like kids programs, festivals and adventure races. Our waterfront campus is vibrant with a multitude of compelling activities, and all of them done to meet or advance industry best practices. In the words of a board member: "We don't do B work."

On top of it all, you'd get work on the water and live in Port Townsend: natural beauty, heritage buildings, arts community, wooden boats, zero traffic jams. The Maritime Center's relative scale to our small town means that the effects of our success can be observed in the success of our community. You'll be doing meaningful work for the place you live and your efforts will make a tangible difference.

Right team, right moment, the right momentum, and the chance to move the needle for the prosperity of an entire community: That's why we get excited to come to work in the morning, and that's why we think you should want to be here too.

Job duties

Acquisition, execution, optimizing efforts, and continuing to regionalize our fundraising as we shape ourselves through significant growth.

Reporting directly to the Executive Director and working with development staff, the DD would be responsible for the overall strategy and execution of fund development and sponsorship, including crafting and executing an integrated strategy including the following:

- Event sponsorship (Race to Alaska, Seventy48, Wooden Boat Festival)
- Corporate giving
- Campaigns for strategic initiatives
- Major Donors
- Membership
- Fundraising events
- Foundation giving

The DD need not be a subject matter expert in any of these areas, but will need the skills to help Development Staff, ED, and event managers take their success to the next level.

On our horizon is a potential multi-million dollar campaign for site control and improvements of an adjacent property. The DD will be a central figure in scoping, staffing, and executing that campaign should it come to fruition.

Unlike many organizations, on top of the philanthropic relationships NWMC has with donors and corporations, we also have event sponsorship revenue streams that are tied more to their performance as marketing platforms than philanthropic intent. Race to Alaska, Port Townsend Wooden Boat Festival, and SEVENTY48 (human powered boat race) all are net contributors to the NWMC's bottom line, and sponsorship is a significant portion of their revenue stream. The DD will also be responsible for these relationships as well as improving our success at more traditional corporate fundraising.

Outside of direct management of program managers, the DD will serve in an organization-wide role as the champion of philanthropy at both board and staff levels, and help shape and inform updating the organization's strategic plans. The DD is a key part of the leadership team and will be a central part of creating and executing organization-wide strategy.

Organizational Leadership

- Drive and inspire development staff to performance
- Drive and inspire Donor Relations Committee and full board to meet or exceed board generated giving targets, including board members' personal giving.
- In partnership with the Director of Donor Relations, develop and execute a major gift strategy.
- Contribute to the development of NWMC's strategic goals and objectives as well as the overall management of the organization.
- Be a key player in developing regional expansion projects, especially in terms of feasibility of contributed income streams
- Support board and ED by tracking performance against budget, and be proactive in both anticipating shortfalls and pivoting when opportunities present themselves.
- Serve as member of staff leadership team to shape vision and strategy.

Donor and sponsor acquisition and retention

- Grow our base of new donors and sponsors, with a focus on prospects in the greater Seattle area, and the NWMC's new "hometowns" of Tacoma, Victoria, and Ketchikan.
- Increase corporate giving through new and upgraded sponsors, increased focus on prospect research, etc.
- Serve as co-lead on major sponsor relationships with event managers.
- Create and update structure for sponsorship tiers
- Lead team to meet or exceed sponsor expectations against contracted fulfillment obligations. Work with communications staff to create and track online sponsor related content.
- Upgrade and implement an appropriate system of policies, standards, and procedures.

Operations

- Work with Finance Director, Executive Director, and senior staff to plan, coordinate to execute the annual planning and budgeting process.
- Assist NWMC perform to the strategic plan.

Employment at the NWMC

The DD is an employee of the NWMC, and while this position's chief responsibility is outlined above, the DD will work as part of the NWMC team. We're a smaller non-profit so while everyone has their own area of responsibility we all do a little bit of filling in now and then and all pitch in for the heavy lifting- sometimes this is a metaphor, and occasionally we all have to actually help lift something heavy.

Desired qualifications

This is a newly revised role for the organization, and as such the ideal candidate will have sufficient experience in this or similar roles to help the organization learn and grow, provide meaningful feedback to both improve organizational functionality, balancing considerations between financial and mission goals.

Additionally, the ideal candidate would have the following:

- Undergraduate degree (master's in relevant field and/or CFRE will be looked on favorably)
- 5-10 years' development experience with progressive responsibilities.
- Experience managing/mentoring employees within a development context.
- Knowledge and experience in capital campaigns of \$5M-10M
- Experience securing and stewarding five and six figure donors
- Experience in corporate giving and larger event sponsorships (10k-30k)
- Excellent judgment and creative problem solving skills.
- High comfort with ambiguity/evolving truths—we're filling in the blank parts of the map as we grow and this role will need to be comfortable making well-reasoned judgement calls with less than perfect information.
- Team player who can see the big picture, prioritize, and then multitask between various needs in our small, but relatively complex organization
- Self-reliant, problem solver, results oriented
- Energetic, flexible, collaborative, and proactive; a team leader who can positively impact operations
- Solid written, oral, interpersonal, and presentation skills, and the ability to effectively engage with senior management, board of directors, and staff
- Ability to operate as an effective tactical performer as well as a manager and a strategic thinker
- Passion for our mission

Pausing on the last two: Whether it's securing a sponsorship or a donation, we have a lot of great stuff to sell; great programs, solid events with loyal fans, solid data and stories that pull on the heartstrings. We are looking for the person who is excited from the process from the initial hello to the final hand shake.

The perfect DD will be so incredibly competent at all of the above that they would be able to do all of that in their sleep, have a true excitement about the mission and programs of the NWMC, and possess the ability to provide customer service and donor stewardship in a manner that is simultaneously professional and authentic; we do a good job but we aren't sterile. To us, customer service isn't the forced smile and "Have a nice day" as people exit the plane, but honoring people enough to be present and human with them.

Non-discrimination

The Northwest Maritime Center an Equal opportunity employer.

Compensation

This is a permanent fulltime position of the Northwest Maritime Center that includes a competitive compensation package with health benefits and a generous amount of leave.

Organizational background

The headwaters of the Northwest Maritime Center stem back to the wooden boat renaissance that took place in Port Townsend, Washington in the 1970's. Drawn in by the charm of the town and its location as a jumping off spot for open ocean or inland cruising, a group of traditional craft revivalists sailed into town and created a Mecca for wooden boat enthusiasts. Nationally known maritime legends are among the

shipwrights and riggers, sail makers and sailors that came to call Port Townsend home. The first Wooden Boat Festival was started as a party amongst this group of romantics.

Forty one festivals later (and counting) our focus has grown to encompass both the traditional and contemporary. Our recently completed 27,000 square foot waterfront campus marries the romance of the sea with state of the art technology.

Since humans first ventured onto the water, maritime experiences have been tied to exploration. Today, the NMWC uses maritime experiences to propel people of all ages into explorations of their own.

Our theory of change: Through the powerful maritime experiences people gain competency and as a result become more confident in their own abilities. That confidence leads to greater engagement in the world around them, and that ability to engage coupled with their increased confidence leads to increased ability and willingness to explore, try new things, embrace the unknown, be of service to their communities and the world.

Our world needs explorers and innovators; the answers to the problems of tomorrow won't be on a standardized test. There are many ways to instill the confidence needed for exploration, the sea is simply the best teacher we know.

For both its own related clusters of programs and as an incubator and support organization for partner organizations, the Northwest Maritime Center is a hub of marine related activity designed to create positive change through powerful, value forming experiences on and around the water. Its organizational backbone supports five distinct business units:

- Port Townsend Wooden Boat Festival- in its 42nd year, it is the largest Wooden Boat Festival in North America. We also think it's the most fun.
- Wooden Boat Chandlery- Selling gifts, and new and used hardware across the country, expanding this year into an additional physical location.
- Marine Thrift- First marine related thrift store that we know of. It's doing well and we're looking at opening another one
- Maritime Programs- Youth and adult, vocational, avocational, in-school, summer programs, boat share programs, learning symposiums, on water and onshore.
- Facility rentals- long term tenants, event rentals, Boatshop use, boat storage, and navigational simulator
- Race to Alaska- in its fourth year, new and nationally recognized engineless boat race up the inside passage to Alaska.
- Seventy48- our newest event to get people on the water, this is a human powered boat race between Tacoma and Port Townsend. Seventy miles, 48 hours to complete it.

In addition to our own programs, there are several key external programs that we support:

- Port Townsend School District's Maritime Discovery Schools initiative- creating the nation's first place based school district aligned around a central theme
- Youth clubs (Port Townsend Sailing Team, etc)
- Maritime training schools offering training onsite for professional mariners
- Lesser support and/or facility use for numerous maritime non-profit organizations (Port Townsend Marine Trades, Sound Experience, Rat Island Rowing Club, US Power Squadron, etc)

Resumes and cover letters can be sent to via email to: applydevelopment@nwmartime.org. Position is open until filled.