



JOB TITLE: **Manager, Strategic Philanthropy**

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### WHO WE ARE

EARN is a nationwide nonprofit helping working families achieve prosperity through savings. Through our SaverLife platform, EARN designs and launches financial technology tools that create financial stability for America's most economically vulnerable populations. EARN's ultimate vision is that well-informed US households will achieve financial success through proven strategies, fair public policy, and their own hard work.

### WHY THIS JOB IS EXTRAORDINARY

This is an amazing opportunity to work in a unique environment. Here's why we're different:

- EARN is a tech-based nonprofit – we move fast, scale quickly, and achieve real impact.
- Our impact model is entirely partnership based – we partner with our Members, employers, startups, other nonprofits, researchers and yes, with our philanthropic funders.
- Our flexible SaverLife platform allows us to adapt to a variety of environments and appeal to a broad spectrum of investors, including corporate and foundation funders and individual donors.
- We have real-time, substantial digital data on our members' behavior and needs. We use it continuously to help them succeed.
- Through research and story-telling we continuously “make the case” for how savings can help address society's most critical issues -such as health, housing, employment, and economic stability.
- Our small team means everyone participates on projects outside their domain. We're always learning together about new markets, technologies, behavioral economics, data science, digital marketing techniques, advocacy efforts, potential partners, and more.

### YOUR PORTFOLIO

Working collaboratively with the CEO, you'll play a lead role in EARN's development efforts, including creating strategies that make our organizational goals a reality; identifying and cultivating prospects; crafting compelling proposals; strengthening existing relationships; and ensuring timely and accurate reporting. You will:

- Play an integral role in defining and supporting EARN's mission and vision in ways that align our ambitious organizational goals with the values of our funders.
- Identify target corporations, foundations or government partners likely to fund specific EARN strategies, programs, and projects.
- Support the cultivation, solicitation, and stewardship of an impressive portfolio of funders and prospects, including developing presentations, proposals, and budgets.
- Serve as the day-to-day relationship manager for the majority of institutional funders.
- Supervise the Development Coordinator's activities of individual fundraising, event planning, proposal writing, grant tracking, and reporting.
- Maintain an accurate and timely pipeline and outcome data in a development dashboard.
- Serve as an internal advisor to the Program, Research, and Finance teams before, during and after projects are greenlighted to leverage funding opportunities and meet all grant requirements.
- Collaborate with the Marketing and Communications team to create reports, videos, and other collateral to highlight funder partnerships.

- Manage fundraising campaigns and events to engage individual donors, such as the year-end campaign, launch events, etc.
- Support the CEO with relationship management of funders and prospects, as needed.
- Actively support other EARN teams in achieving mission-critical deliverables.

#### WHO YOU ARE

- You are a development rock star who wants to use your powers to improve the financial health and well-being of millions of US households.
- Your ability to weave strategy, stories, and data into compelling grant narratives is legendary.
- You have a bias for action and stay focused to achieve your goals. You don't miss deadlines or details.
- You are a natural networker and relationship builder. Every new project idea makes you ask, "who would support this?" You find the answer and make it happen.
- You thrive when working with a visionary and inspiring CEO and a team that constantly innovates
- You're a team player excited to help EARN and its Members reach their goals

#### WHAT YOU BRING

- A track record of consistently obtaining new grants from corporate, foundation and government sources
- Success in extending, growing and leveraging existing funders and managing a diverse portfolio of six to seven-figure grants
- Experience transforming transactional relationships into true partnerships
- Demonstrated ability to successfully manage multiple projects with competing deadlines
- Familiarity with financial information, including the ability to create and/or evaluate grant budgets
- Exceptional written, verbal, presentation and interpersonal communication skills

#### YOUR QUALIFICATIONS

- B.A./B.S. degree
- Minimum 3-5 years' grant writing and development experience
- Complete proficiency with Microsoft Office applications required
- Familiarity with Salesforce CRM preferred
- Existing network of funder relationships a strong plus

#### OUR OFFER AND COMMITMENT

The salary and benefits package for this position is competitive.

EARN values diversity in our workplace and encourage people of color, women, people with disabilities, people who are lesbian, gay, bisexual, or transgender, and anyone belonging to any other federal or state-protected category to apply for this position.

#### YOUR NEXT STEP

If this opportunity sounds like it's for you, please submit a thoughtful cover letter and resume to [jobs@earn.org](mailto:jobs@earn.org) by August 1, 2019. If you are not sure if this opportunity is for you, are simply curious, or know someone who would be perfect, please email us.