



# TRUSTEES FOR ALASKA

PROTECT | DEFEND | REPRESENT

**Job Title:** Development Director  
**Supervisor:** Executive Director  
**Status:** Full-time, Non-Exempt

**Trustees for Alaska** seeks a full-time **Development Director** in Anchorage, Alaska to join our team working to protect a wild and vibrant Alaska where fish, wildlife, and people thrive. The ideal development director candidate is an experienced fundraising professional having at least 5 years of experience leading a fundraising program, especially major donor and individual giving. All candidates should have a proven ability to successfully fundraise to meet annual budget goals, including knowledge of fundraising strategies and donor relations. **Join us** and help take Trustees for Alaska's fundraising to the next level!

## About Trustees for Alaska

Trustees for Alaska is the only Alaska-based nonprofit, public interest, environmental law firm founded and focused in Alaska, providing free legal counsel to protect and defend Alaska's lands, waters, wildlife, and communities. Trustees has been a legal force of environmental advocacy in Alaska since 1974. We take on the most pressing conservation issues in Alaska for a variety of clients who bravely fight for their rights and for the health and cultures of Alaska for future generations. We work on issues ranging from oil and gas development and large mining projects to public land use, air and water pollution, and the protection of wildlife. We help shape Alaska's environmental future. For more information, see <http://www.trustees.org>.

## Job Responsibilities

The development director reports to the executive director and is responsible for the following:

- Develop a comprehensive annual development plan in collaboration with the executive director and board development committee that raises revenue to support the strategic direction of the organization.
- Implement the annual development plan and evaluate all fundraising activities to ensure that the fundraising goals are being achieved.
- Support board of directors fundraising activities.
- Work with the executive director in prospecting, cultivating, and retaining major donors.
- Meet with current and prospective donors and ask for donations.

## Skills

This position requires strong interpersonal and collaboration skills, and a commitment to conservation in Alaska, social equity, and racial justice. Other qualifications required include:

- Proven track record of successful fundraising, including knowledge of fundraising strategies and donor relations.
- Demonstrated ability to develop new and unique ways to improve the fundraising practices of the organization, implement action plans, and evaluate the process and results.

- Attention to detail in recordkeeping for donor information, contributions, and contacts.
- Proven ability to write compelling appeals that generate significant donor giving.
- Planned giving experience or the willingness to acquire expertise.
- The ability to foster, work within, and support a collaborative, team-based environment.
- Commitment to working with legal and communications staff to understand and accurately communicate about program work and to maintain client confidentiality.
- Humility and strong understanding of the importance of resiliency.

### Education and Experience Desired

- Five years of experience leading a fundraising program, especially individual giving.

### Working Conditions

We work a 40-hour week using a flexible work-from-home and in-office hybrid model. Our office environment is supportive and dog- and child-friendly. We occasionally travel, including to remote areas. The position is based in Anchorage, Alaska. Requests to work remotely while pursuing relocation will be considered.

### Salary and benefits

This is a full-time position with benefits that include paid leave starting at 3 weeks gradually stepping up to 6 weeks at 5 years of employment, in addition to the holiday week at the end of December. Health, dental, vision, and life/disability for the employee is paid for by the organization. Twenty days of sick time separate from PTO and flexible Fridays. We also offer 3 months of parental leave and a 3-month sabbatical at 7-years of employment. The salary range is \$75,000-85,000.

### How to Apply

We aim to engage in an unbiased application review process that reviews applications through an anonymous process.

- E-mail cover letter, resume, and writing sample to Ashley Boyd at [aboyd@trustees.org](mailto:aboyd@trustees.org), with “Development Director Application” in the subject line. Applicants offered an interview will be asked to provide references at that time.
- Applications will be reviewed on a rolling basis beginning January 24, 2025, and the position will remain open until filled.

### *Trustees is an Equal Opportunity Employer*

We commit to equity, diversity, and inclusion, and are an equal opportunity employer. We value the varied life experiences all people can bring to our work. We make employment decisions based on organizational needs, job requirements, and individual skills and qualifications. We prohibit harassment and discrimination of any kind, including related to race, sex, age, culture, ethnicity, gender identity and expression, nation of origin, languages spoken, parental status, veteran’s status, color, education, religion, medical history, disability, and sexual orientation. Respecting each other is an integral part of our organizational culture, and we cultivate a work environment that recognizes the strength of diversity and the contributions everyone can bring to our mission. We make gratitude, kindness, and a supportive work environment central to the way we work together.