



Job Description: Director of Development

Are you passionate about making an impact for the Kingdom through Christian women in the workplace? Are you an authentic servant leader who wants to see working women thrive, so they reach their God-given potential? Do you believe that Jesus uses community to transform lives – and that Christian women are in desperate need of help to balance their faith, family, and work?

4word exists to build a global community of Christian women in the workplace – to guide and empower them to reach their God-given potential with confidence. Our BHAG is to guide and empower 10 million Christian women in the workplace to CHANGE THE WORLD. Our values are servant leaders who are real, passionate, and faithful women who want to be in community with each other.

POSITION OVERVIEW

The Director of Development is a strategic leadership role responsible for fundraising and business development. This individual will lead efforts to secure funding, cultivate donor and corporate relationships, and promote 4word's revenue-generating programs to ensure financial sustainability and mission impact. Additionally, the Director of Development will support marketing initiatives to expand 4word's reach and brand awareness, working closely with the marketing team to position 4word as the premier resource for professional Christian women.

The ideal candidate is a proven fundraiser and business development leader with a track record of securing major gifts, corporate sponsorships, and program revenue. This person should be a strong relationship builder, storyteller, and strategic thinker who can drive financial growth while effectively communicating 4word's mission to donors, partners, and the marketplace.

KEY RESPONSIBILITIES

Fundraising & Donor Development

- Develop and execute fundraising strategies to grow 4word's annual revenue from individual donors, foundations, and corporate sponsors.
- Cultivate and steward relationships with major donors, grant makers, and corporate partners.
- Lead annual giving campaigns, donor engagement events, and legacy giving initiatives.
- Oversee and optimize grant writing and reporting processes to secure foundation funding.
- Work closely with leadership to develop a long-term fundraising strategy aligned with organizational growth.
- Track and report key fundraising metrics, ensuring transparency and accountability.

Business Development & Revenue Growth

- Lead the promotion and sales of 4word's revenue-generating programs, including:
 - 4word Mentor Program
 - Community Groups & Chapters
 - Collaboratories and Leadership Development Programs
 - Corporate and Executive Cohorts
 - Executive Women's Membership Program
 - Corporate Sponsorship & Partnership Packages

- Track and analyze business development KPIs, making data-driven decisions to optimize sales performance.
- Identify and pursue new business opportunities, partnerships, and sponsorships to drive revenue growth.
- Develop pricing models, sales strategies, and promotional plans to expand program participation.

Marketing & Brand Growth

- Work closely with the marketing team to build awareness of 4word's mission and offerings.
- Assist Marketing Team in creating compelling messaging, campaigns, and content to engage donors, partners, and program participants.
- Support the creation of fundraising and sponsorship materials, including pitch decks, donor reports, and digital campaigns.

Strategic Leadership & Collaboration

- Serve as a key advisor to the Executive Director and leadership team on financial sustainability and growth.
- Lead and mentor fundraising and business development staff/volunteers, fostering a results-driven culture.
- Ensure all fundraising, sales, and marketing efforts align with 4word's mission, values, and long-term strategy.

Qualifications & Experience

- 7+ years of experience in fundraising, business development, sales, or nonprofit leadership.
- Proven success in major gift fundraising, corporate sponsorships, and donor cultivation.
- Experience selling and promoting nonprofit programs, corporate partnerships, or professional services.
- Strong understanding of marketing, branding, and storytelling for donor and partner engagement.
- Track record of meeting or exceeding revenue goals and KPIs.
- Exceptional relationship management, negotiation, and presentation skills.
- Proficiency in CRM, donor management, and sales tools (e.g., Salesforce, HubSpot, Bloomerang).
- Highly organized, strategic, and goal-oriented with an entrepreneurial mindset.
- Passion for empowering women in the workplace and commitment to 4word's mission.

Location – Dallas, TX or open to remote

Travel – This position does require to travel to attend 2–4 events per year.

Job Type: Full-time