Metanoia Community Development Corporation is a movement of people rooted in faith. We invest in neighborhood assets to build leaders, establish quality housing and generate economic development. We are pushing forward into new relationships with God and one another to create strong communities.

**Director of Development and Marketing**

**Background:**
Metanoia Community Development Corporation is a holistic community development organization working to discover and grow the human and physical assets of communities often stereotyped as purely deficient. Our work increases the capacity of neighborhoods to help themselves by growing the assets within those communities. Three key values flow through all of our initiatives. We are:

- **Community Based:** We seek the input and involvement of community members, acknowledging that they are the true experts on how to address issues within their own neighborhoods. Metanoia will not pursue initiatives without community support and we maintain a significant number of seats on our Board of Directors for community residents.
- **Asset Driven:** Metanoia recognizes that all communities have both deficits and gifts. We believe that the best way to strengthen a community is to invest in neighborhood gifts and not focus on neighborhood deficits.
- **Rooted in Faith:** Metanoia’s definition of faith is “believing in spite of the circumstances and watching the circumstances change.” This approach to community development can be embraced by people of different religious traditions. While Metanoia does not require any profession of faith from those participating in our work (staff or residents), many in our movement are motivated by faith.

**More information available at:** [www.pushingforward.org](http://www.pushingforward.org)

**Position Summary:**
Metanoia Community Development Corporation has established itself as the leader in asset based community development in the Charleston region. We pursue an innovative model for helping communities that works to discover and grow the assets of distressed neighborhoods so that community health is restored from the inside-out. Metanoia seeks a Director of Development and Marketing that will grow with our ever growing movement. The particular challenge and opportunity of Metanoia’s work around development is that we have a very community based approach. As a result, our board of directors is not the primary vehicle for fundraising because it is largely a community-based board. We have enjoyed success by building other vehicles for fundraising beyond the Board of Directors (historically, a “Council of Advocates”). This dynamic makes this particular position more entrepreneurial than most positions of its type. All of our work is highly relational and we seek a Director of Development and Marketing that can nurture and grow long term relationships between our work and a broad community of supporters.

**Application Process:**
A first round of applications will be open from August 9 to September 2, 2016. Interested applicants must submit the following for consideration:

- A resume and cover letter.
- A one page essay answering the question “What attracts you to apply for the Director of Development and Marketing position at Metanoia?”
- A one page essay answering the question “What skills and values do you possess that you think are critical to this position?”

After an initial review, a qualified field of potential applicants will be narrowed and interviewed by a selection team representing Metanoia’s various constituencies. Interested applicants are encouraged to address any questions about the position to Metanoia CEO, Bill Stanfield, 2005 Reynolds Ave., North Charleston, SC 29405, bill@pushingforward.org, 843-529-3014.

*Metanoia will hire for this position without regard to race, religion gender, sexual orientation, or national origin.*
Director of Development and Marketing

Core Competencies required:
- Strong character and a deep commitment to personal and professional growth (we are growing, our staff must be willing to grow with us).
- Experience in directing and executing an annual fundraising plan with particular emphasis on donor relations and marketing.
- A willingness to work alongside a very entrepreneurial and agile organization where staff are willing to make sacrifices to move the mission forward.
- The creativity and drive to provide innovation and direction that remains consistent with Metanoia’s core values of being asset driven, community based and rooted in faith.
- Strong organizational and personal time management skills with exceptional attention to detail.
- Excellent verbal and written communication skills.
- Knowledge of development and marketing tools (including software applications) that are necessary for continuing to grow Metanoia’s base of supporters.
- Ability to work entrepreneurially, providing both strategic and operational leadership to development and marketing initiatives with the support of Metanoia CEO and staff.
- Research and analysis skills with regard to donor capacities and trends so that Metanoia is well positioned for long term, steady growth.

Educational and work qualifications required:
A Degree from an accredited college or university required. Masters Degree preferred.
At least five-years experience in development work.

Duties of the Development and Marketing Director (“The Position”):
Summary: The Position will be responsible for providing strategic and operational leadership that creates platforms for donors and supporters to relate to our work. These platforms will include an annual fundraising campaign, marketing outreach and consistent cultivation of donor relationships. More specifically the Position will oversee the development of marketing and donor relations in the following ways.

- Development: Maintain and deepen positive relationships with individual and corporate donors to meet Metanoia’s annual financial goals. Includes providing organizational leadership to animate Metanoia’s Council of Advocates to develop and raise Metanoia’s annual fund while increasing the capacity of the fund to generate resources (currently the annual fund is raising $350,000+). This will include developing and executing an annual strategy (calendar, events, literature, etc.) with the Council of Advocates to meet our fundraising goals.
  - Work with Metanoia’s CEO and Director of Grants and Volunteer Management to align grant and donated resources around key strategic initiatives.
- Marketing: Develop and execute a clear overarching marketing strategy that clearly aligns with Metanoia’s overall mission and annual fund. Execute on this strategy through marketing materials (including but not limited to: quarterly paper newsletters, annual reports, videos for marketing and special events, social media, monthly e-news, press releases and website design and maintenance).

Reports to: Metanoia CEO
Hours and Salary: 40 hrs per week, $50,000 base salary (modestly negotiable based on experience and capacity).
Three weeks Paid Time Off. Retirement, dental and vision benefits after 6 months of employment.

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Signature of Applicant Date