



Development Director, Berkshire Grown, Inc.

Berkshire Grown supports and promotes locally based agriculture as a vital part of a healthy Berkshire community, economy and landscape. We pursue this mission by increasing public awareness of eating locally and healthily through education and outreach; by advocating for sustainable agricultural practices and public policies; by establishing local food and farm networks that includes families facing food insecurity; and by promoting the growing and marketing of locally grown foods. Keep Farmers Farming! is our motto.

Berkshire Grown seeks an organized and experienced individual to join the team as Development Director. The Development Director will be a thought partner with the Executive Director and Board to envision immediate and long-term development strategies for the growing nonprofit organization. They will direct fundraising campaigns, identify and cultivate potential donors, develop a plan for major gift solicitation, and manage the grant application calendar and process.

Berkshire Grown offers a hybrid work environment with in-person time in the Great Barrington office to work with team members, balanced with the option to work from home for uninterrupted focus time. The ideal candidate will be a collaborative thinker responsible for developing, implementing and measuring a successful and comprehensive fundraising program to grow and support a resilient local food system in the Berkshires. They will be a team player with strong communication skills, a sense of humor, and an organized work style, with experience in managing several projects at once.

Long-range Strategizing for Fundraising and Organizational Development

- With Executive Director and Board committee, develop short, mid- and long-term fundraising strategies to support Berkshire Grown's vision and mission;
- With Executive Director, cultivate long-term relationships with high level donors;
- Provide regular fundraising reports (across all areas of contributed income), analysis, and recommendations to Executive Director and Board Development Committee;
- Analyze and report on donor outreach, grant applications, and annual campaign activities;
- Analyze effectiveness and develop overall strategy of potential fundraising events and donor cultivation events.

Grants Management

- Research and investigate new funding sources including government grants, foundations, and donor-advised funds;
- Manage schedule of grant writing and reporting and grant-related correspondence

- Delegate grant writing and grant reporting to sub-contractor or staff;
- With appropriate Berkshire Grown staff, ensure proper recognition of grant awards on website, social media, press releases.

Donor Outreach and Management

- Work with the Executive Director and Board members to identify and connect with potential donors;
- Respond to donor queries and keep Executive Director apprised;
- Work with Office/ Membership Manager to create all contributed income reports and documentation.

Experience, Knowledge, Skills, and Characteristics

- Familiarity with the Berkshire region and community, knowledge of local food system issues a plus;
- Demonstrated success in setting and meeting fundraising goals for cultivation of upper-level donor;
- A minimum of three years of experience in fundraising for nonprofits highly preferred;
- Demonstrated ability to manage multiple projects;
- Strong interpersonal and people management skills;
- Strong computer skills including Microsoft office proficiency, familiarity with Little Green Light a plus;
- Bachelor's degree preferred;
- Commitment to the goals and mission of Berkshire Grown.

Compensation

This position will receive compensation in the range of \$60,000 - \$75,000 for a 32 hour work week, year-round. Benefits include paid time off, QSEHRA (Qualified Small Employer HRA) reimbursements, and a match of up to 3% contribution of wages contributed to SIMPLE IRA.