In 1988 City Year was founded with a core belief: that uniting and empowering diverse teams of idealistic young people and charging them with addressing some of our country’s most difficult challenges can change the world for the better. The organization’s values are deeply rooted in this belief and in City Year’s commitment to diversity, equity, inclusion, and belonging.

City Year is dedicated to helping students and schools succeed. City Year AmeriCorps members serve full time in high-need urban schools, where they partner with teachers and education leaders to provide high-impact student, classroom, and school-wide support to help students stay in school and on track to graduate from high school, ready for college and career success. City Year partners with schools in communities challenged by the persistent inequity in our education system to create learning environments where all students can build on their strengths and fully engage in their learning. Nationally, over 90% of students attending City Year partner schools are students of color and approximately 90% are eligible for free or reduced-price lunch.

AmeriCorps members serve in schools as student success coaches, providing individual, small group, and whole classroom support. They work closely with students who exhibit one or more “early warning indicators” that place students at increased risk for dropping out of school: low attendance, poor behavior, or course failure in English, Language Arts or Mathematics. Through their work with students and in classrooms, AmeriCorps members help to create an environment where students can build on their strengths, take risks in their learning, and where everyone—students, teachers, and families—can feel connected to the school community.

City Year provides a powerful double bottom line: improved outcomes for students and schools and the cultivation of the next generation of civic leaders through its alumni and corps members who are making significant contributions across a range of professional fields, including education and youth development.
Reporting to the Vice President and Executive Director of City Year Chicago, Myetie Hamilton, the Managing Director of Development role oversees all aspects of City Year Chicago’s comprehensive development strategy and implementation. The Managing Director of Development will be responsible for leveraging the resources, talents, and skills of the philanthropic sector to support City Year’s efforts to create change and opportunity.

This position is that of a “player/coach,” as the Managing Director of Development will both lead the team and drive their own revenue results. The successful candidate will be an experienced leader with demonstrated success in generating revenue, leading a team of fundraising professionals, and providing strategic oversight for a complex philanthropic program. The Managing Director of Development is responsible for ensuring that City Year Chicago meets its annual fundraising budget goals, currently approximately $5M in revenue from private sources annually.
Strategic Leadership

- Develops and implements measurable objectives, strategies, goals, plans, and timelines for the Development department. Monitors and measures progress and course corrects as necessary to stay on target to meet or exceed long- and short-term goals.

- Strengthens and encourages productive and respectful relationships with colleagues, the City Year Board, other volunteers, donors, prospects, City Year team members, the philanthropic community, and other related constituency groups.

- Plays an integral role in shaping and supporting organizational strategy and implements the strategic plan as a member of the Executive Leadership Team. As a member, continually advances the importance of philanthropy within the organizational culture.

- Manages the process for implementation, review, and modification of the philanthropy elements of City Year Chicago’s strategic plan to ensure departmental and site-wide progress is met and remains aligned with staff capacity, financial resources, and stakeholder support.

- Manages and executes compelling communication tools that drive people to support and champion City Year Chicago.

- Serves as an articulate, passionate, and visible spokesperson for City Year’s work with donors, prospects, and partners, as well as the primary face of fundraising and development throughout the organization and in the community.

Relationship and Portfolio Management

- Builds and nurtures partnerships and relationships with current and prospective funders through donor recognition programs and stewardship. Cultivates long-term relationships to ensure continued funding and funder investment in the form of monetary and in-kind gifts, encouraging maximum short- and long-term opportunities for giving.

- Grows transactional fundraising into transformational giving opportunities.

- Creates and implements a plan to identify and build strong relationships with key donors and engages organizations with which City Year should partner.

- Develops successful identification, cultivation, solicitation and stewardship strategies for donors and prospects.

- Oversees the accurate maintenance of records and donor information in Salesforce and applies the knowledge gained from data in a comprehensive Development strategy.

- Maintains oversight over all fundraising activities, including major and planned giving, grants, special events, and corporate partnership initiatives.
Team Leadership

• Hires, manages, and retains a team of Development professionals (currently 7) to manage specific components of the Development pipeline.

• Oversees team’s performance management and provides strategic direction for team members. Holds staff accountable for achieving their fundraising goals while providing mentorship and guidance.

• Actively promotes growth and development of staff, including opportunities to learn new skills and advance both personally and professionally.

• Leads and manages staff through lens of flexibility, openness to suggestions, and the ability to resolve/mitigate conflict, ensuring a healthy workplace culture and effective staff organization.

Board Management and Engagement

• Develops and maintains a productive and respectful relationship with the City Year Board and serves as staff liaison to the Board’s Development committee.

• Leverages board members and champions relationships; staffs the Executive Director and board members in managing their donor portfolios and activity to increase support for City Year Chicago.

• Participates in quarterly Board of Directors meetings. Prepares monthly, quarterly, and annual reports as requested by the Executive Director and Board.
The Qualified Candidate

City Year Chicago seeks a dynamic and progressive leader to lead a comprehensive Development program in its next phase of growth. The next Managing Director of Development will be a strategic thinker who is excited to lean into the unique and passionate culture of the organization. The leader will be a self-starter and proven as a grower of people, programs, and philanthropic culture. Successful candidates will view challenges through the lens of opportunity and will demonstrate creativity and flexibility to accomplish and exceed goals.

An understanding of Chicago’s philanthropic and educational landscape is highly desired. Preference is given to those who have served in a complex organization with multiple stakeholders. It is imperative that the person who assumes this important role fully embrace, support, and reflect City Year’s values. Candidates who are passionate about the opportunity to effect meaningful change in the lives of thousands of Chicago’s school children and the next generation of leaders are encouraged to apply.

Specific Requirements Include:

• Bachelor’s degree required; Master’s degree highly preferred.

• A minimum of seven years of fundraising experience in roles demonstrating increased levels of responsibility; three or more years managing a multi-functional team.

• Highly effective interpersonal, conversational, and presentational skills, demonstrating emotional intelligence and situational awareness.

• Proven ability to solicit and secure 6 or 7 figure gifts.

• Experience working closely with an Executive Director/CEO, Leadership team, and Board Leadership in a complex agency, supporting and guiding them in managing major donor relationships.

• Track record in financial management, stewardship, and developing strategies to successfully increase revenue.

• Proven success in building strong and productive work teams with a focus on mentoring and nurturing staff development.

• Strong analytic and strategic-thinking skills, with demonstrated ability to create, implement, and monitor complex plans and translate those plans into goals and concrete strategies.

• Demonstrated ability to lead Managers and Directors in creation and implementation of multi-faceted operating plans.

• Career track record that shows stability with an organization and capacity to develop and nurture relationships culminating in overall success.

• Knowledge and understanding of Chicago’s philanthropic community and the educational sector are strongly preferred.
How to Apply

City Year is committed to diversity and seeks to foster gender and racial-ethnic equity and inclusion within its leadership and staff. Persons of all gender expressions and/or persons from historically underrepresented cultural groups are especially encouraged to apply. This position offers a competitive salary with strong benefits.

City Year is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.

To assure confidential tracking of all applicants, no applications will be accepted via email. ALL INQUIRIES WILL BE HELD IN STRICT CONFIDENCE.

This search is being managed by Laura Weinman, Vice President, and Megan DeVoe, Senior Project Manager of KEES. Questions may be addressed to mdevoe@kees2success.com.

APPLY NOW

About KEES

KEES is a consulting and executive search firm that builds transformative nonprofit teams and leaders. Founded in 2013 as an expansion of Alford Executive Search, KEES partners specifically with nonprofit organizations to provide an array of executive search, leadership development, interim staffing, and human resources services and support.
City Year was founded by Michael Brown and Alan Khazei, then-roommates at Harvard Law School, who felt strongly that young people in service could be a powerful resource for addressing America’s most pressing issues. They built City Year with the conviction that one person can make a difference; since its inception, City Year has promoted the vision of service as a common expectation – and a real opportunity – for citizens all around the world.

In 1994, City Year, Inc. selected Chicago as one of three cities for the first national expansion of the City Year program. That year, 55 corps members provided a vast array of services to communities throughout Chicago, including painting murals and providing services to the homeless and the elderly, as well as providing enrichment programs for children living with HIV and AIDS. Over the next 26 years, City Year Chicago has responded to the increasing need to serve Chicago Public Schools and children living in Chicago’s south and west side communities.

One of the nation’s fastest-growing nonprofit social enterprises, City Year’s 800 staff and 3,000 AmeriCorps members work and serve in 29 communities across the country, including Boston – where City Year was founded and is headquartered – and Chicago, in which more than 250 AmeriCorps members annually serve more than 15,000 Chicago Public School students. City Year also has international affiliates in South Africa and the United Kingdom.

The organization has been recognized by Charity Navigator as a four-star charity – its highest rating – for twelve consecutive years, placing City Year in the top 1% of nonprofits nationwide for fiscal responsibility, financial health, organizational efficiency, and organizational capacity.

Even during this unprecedented moment of disruption in the schooling of our children due to COVID-19, City Year knows students continue to dream big and strive for academic success. Now more than ever, they need people who believe in their future – because students living in systemically under-resourced communities will face even greater challenges when they return to school. When they do, City Year will be there alongside teachers to help them build that bridge to their future. For more information about City Year’s response to COVID-19, please see https://www.cityyear.org/covid-19-response.