



JOB ANNOUNCEMENT

Position Title: Associate Director for Development

Reports to: Director

Job Type: Full-Time

Organizational Description-

The Street Vendor Project of the Urban Justice Center is a grassroots membership organization that helps street vendors take action to defend and expand their rights, improve their working conditions, and strengthen and grow their businesses. We also celebrate the long history of street vending in New York City, the vibrancy and energy street vending brings to communities throughout the city, and the diversity of cultures from which vendors come.

Position Summary-

The Street Vendor Project is in the final stages of a multi-year campaign to increase the number of permits for street vending. If and when we win this campaign, it will be our second major legislative victory in the last five years, and a testament to the effectiveness of the organizing work our vendor members do.

After this campaign ends, we will be undergoing a planning process with our Leadership Board, staff, members, volunteers, and other key stakeholders to determine how we can build on these successes to take our organization to the next level. We will be identifying our priorities for the years ahead, exploring what kind of organizational infrastructure development, leadership development, and new partnerships we will need to achieve those priorities, and developing a strategy for funding that work.

We are seeking an Associate Director for Development who can work alongside our Director to facilitate that process, catalyzing the engagement of all our organizational stakeholders, and helping to translate the vision we create into a concrete action plan. The primary responsibility of this new staff member in this process will be on ensuring that the organization's action plan is supported by and aligned with a realistic fundraising plan, and that the organization is well-positioned to be able to expand and diversify its income streams. S/he will also lead all of the fundraising efforts, including institutional giving, individual giving, and special events, and s/he will coordinate with the organizing staff to develop and implement strategies to increase income from membership dues. This staff person will also play a role in our Communications work, ensuring that our messaging to all of our key stakeholders is consistent, and is as targeted, clear, and compelling as possible.

Qualifications-

- Successful leadership experience in a grassroots justice organization
- Strong understanding of base-building, organizing, advocacy, system change campaigns, and grassroots leadership development
- At least 3-5 years of successful experience in fundraising, including government, foundation, individuals, and special events
- Experience with budgeting, cash flow projections, budget management, and financial reporting
- Excellent written and verbal communication skills, strong inter-personal skills, ability to balance new ideas with respect for organization's culture and history, diplomacy, creative problem-solving, and humor
- Experience and passion for working with immigrant communities
- Fluency in a language other than English is a strong plus

To apply-

Send a thoughtful cover letter, resume, writing sample (2-3 pages), and two references to svp@urbanjustice.org. Please put "Associate Director for Development" in the subject line. SVP strongly encourages people of color, immigrants, women, and LGBTQ candidates to apply. SVP has a flat salary structure and flexibility regarding hours and location of work.