



# Managing Director of Development and External Affairs

## ABOUT BPI

*“What makes BPI special? Their defiance, their bigheartedness, their empathy, their fearlessness. All things I cherish in our country, right here, in one organization, among this small group of lawyers and fierce advocates.”*

- Alex Kotlowitz, journalist and author

BPI is a public interest law and policy center that has been at the front lines of social justice in the Chicago region for over 50 years. Known for its innovative and effective advocacy for racial and economic equity, today BPI is deeply engaged in advancing systemic change in police accountability, criminal justice reform, housing, community building, and early childhood learning.

BPI’s work is carried out in partnership with community-based organizations that directly engage people impacted by economic and racial injustice. The organization’s lawyers and policy specialists employ a combination of legal and policy research, organizing, advocacy, and litigation, in collaboration with community organizations and advocates, government agencies, foundations, and academic institutions to change public policy.

Now led by Executive Director [Cara Hendrickson](#), BPI works to develop innovative policies and programs, advance effective strategies, litigate impactful issues, catalyze strong coalitions, and advance progress toward its overarching goal of helping to create a just society. BPI is currently engaged in an

### Key Facts

- \$3.6 million budget for FY21
- 43-member Board of Directors
- 17 staff

### Programs

[Housing & Community Development](#)

[Criminal Justice Reform](#)

[Police Accountability](#)

[Education & Early Learning](#)

### Visit



organization-wide strategic planning process to re-center its mission and core purpose and identify how the organization will continually build the core values of equity and inclusion into all of its operations and program work. BPI is a recipient of the MacArthur Foundation's Award for Creative and Effective Institutions.

We invite you to learn more at <https://www.bpichicago.org/>

## THE POSITION

The Managing Director of Development and External Affairs will provide overall leadership and strategic oversight for all aspects of BPI's fundraising and communications efforts. This is a newly created senior leadership position that will report directly to Executive Director Cara Hendrickson and will oversee two staff: a Director of Communications and a Development Manager.

This individual will collaborate closely with the Executive Director, serving as a strategic thought partner and advisor on all development and external affairs efforts to move BPI forward into its next phase of growth as an organization. An innovative, future-focused leader, this individual will develop and implement a robust plan for development that will significantly grow the organization's fundraising capacity (particularly from individuals and corporations) and strengthen BPI's visibility and reach.

## RESPONSIBILITIES

The Managing Director of Development and External Affairs will have the following primary responsibilities:

- Create and implement an overall development plan that expands individual giving and philanthropic funding, strengthens infrastructure, and leverages technology.
- In partnership with the Executive Director, staff and manage the Board's Fundraising Committee.
- Oversee planning and coordination of special events, including one major event and smaller cultivation events.
- Cultivate and solicit a personal portfolio of prospective and current donors as well as support the Executive Director regarding current and prospective major donor activities.
- Ensure that development is supported by appropriate and compelling messaging that highlights the critical policy issues that BPI addresses.
- Supervise the development of a communications process that produces higher visibility for BPI and its work, including social, digital, print, and electronic media.



## MAJOR OBJECTIVES

Within the first 12 to 18 months, the Managing Director of Development and External Affairs will achieve the following major objectives:

- Create a comprehensive development plan that highlights best practices, enhances development operations, strengthens infrastructure, and optimizes development technology.
- Oversee the Director of Communications in the development of communications strategies with clear objectives and measurable outcomes that enhance BPI's visibility across multiple constituencies and issue areas.
- Mentor, support, and advocate for the development and communications team to ensure they have clear goals and responsibilities and the resources needed to succeed.
- In partnership with the Director of Communications and Development Manager, ensure that organizational strategic plan objectives related to development and communications are met.

## QUALIFICATIONS

The ideal Managing Director of Development and External Affairs will bring most of the following qualifications:

- Solid commitment to the mission and vision of BPI with the ability to serve as a compelling ambassador for the organization.
- At least ten years of fundraising experience, with leadership roles in nonprofits preferred.
- Demonstrated success in a development function, including managing and developing relationships with multiple donor sources and special events. Tangible experience of having expanded and cultivated existing donor relationships over time.
- At least five years of experience managing a team. High-level strategic planning and implementation skills and experience, with the ability to advise, mentor, and manage up, down, and across the organization.
- Experience and success in the cultivation and stewardship of donors from multiple channels and through a variety of strategies, including events and communications.
- Experience in marketing and communications, with an emphasis on communications that raise organizational visibility.
- Ability to communicate confidently, collaboratively, and effectively as a member of the leadership team with staff, donors, funders, Board members, and partners.
- Exceptional written, oral, and listening communication skills.



- Ability to identify and measure fundraising and communications outcomes through strong analytical skills.
- Capacity to complete and manage multiple projects with competing deadlines in a fast-moving and highly complex organization.
- Experience working in fundraising databases.
- Ability to be flexible and adaptable.
- High attention to detail.
- Knowledge and relationships to funding in the Chicago philanthropic community would be an advantage.
- A bachelor's degree or equivalent experience in a related field such as communications, marketing, or nonprofit management is required; an advanced degree would be an advantage.

## APPLICATION

BPI has retained Campbell & Company to conduct this search. The team for this project includes Marian DeBerry and Joey Scheiber. To be considered for this opportunity, please send a letter of interest and resume to:

### JOEY SCHEIBER

Consultant, Executive Search

[joey.scheiber@campbellcompany.com](mailto:joey.scheiber@campbellcompany.com)

312.896.8897

*BPI is an equal opportunity employer. We value a diverse workforce and an inclusive culture. We strongly encourage applications from women, people of color, immigrants, persons with disabilities, members of the LGBTQ community, people with lived experience of poverty, and people from other underrepresented and historically marginalized groups.*

*Reasonable accommodation will be made so that qualified applicants with disabilities may participate in the application process. Please advise in writing of special needs at the time of application.*

