



Development Director Position Description

REPORTS TO: Executive Director

STATUS: Full-time, 36 hours/week, Non-Exempt Position

SALARY: \$98,000 - \$124,000 per year, depending on experience

MISSION: The mission of the Whidbey Camano Land Trust is to protect, restore and create access to forests, shorelines, farmlands and other habitats in Island County and the Salish Sea, for ecological and community resilience and the benefit of all living things.

POSITION SUMMARY: The Development Director is a key member of our organizational leadership team and is central to our fundraising strategy. This role directs and oversees all aspects of development, including annual giving, major gifts, planned giving and campaign coordination. The Development Director will support and strengthen the Board of Directors' fundraising capacity, develop volunteer leaders, and lead a small but enthusiastic development team.

A central priority for this role is diversifying and expanding the organization's revenue streams, ensuring long-term financial sustainability. The Development Director will also work in close partnership with the other staff members to align messaging, donor engagement and public outreach. Our fundraising work is focused on personal engagement, with limited events.

This is an ideal role for a strategic, relationship-centered fundraiser who thrives in a collaborative, mission-driven environment and enjoys building systems, teams and donor communities.

DUTIES AND RESPONSIBILITIES:

Fundraising Strategy & Leadership

- Serve as an active member of the organizational leadership team, contributing to strategic planning and organizational decision-making.
- Design, implement, and evaluate an annual comprehensive development plan aligned with organizational goals.
- Oversee annual giving and donor stewardship, with a focus on growing and cultivating major gifts.
- Manage the Land Trust's portfolio of major donors, including stewardship and solicitation.
- Lead efforts to diversify revenue, including exploring new funding sources, partnerships, and donor segments.
- Serve as the internal lead for any capital campaign, coordinating closely with the campaign consultant, Executive Director and development staff.
- Track and analyze fundraising metrics to inform strategy and report progress.

Board Engagement & Philanthropic Culture

- Serve as the lead staff partner to the Board Fundraising Committee, guiding strategy, planning, and execution.
- Provide training, tools, and individualized support to board members to enhance their comfort and effectiveness as ambassadors and fundraisers.
- Collaborate with board leadership on donor strategy, campaign milestones, and organizational messaging.

Team Management

- Supervise and mentor other development staff, fostering a collaborative, high-performing team culture.
- Establish clear goals, workflows, and professional development opportunities for team members.

Donor Relations, Communications & Collaboration

- Partner with the ED on major donor and funder engagement; Coordinates meeting preparation, follow-up, and prospect research; ensures the ED is set up for success in donor interactions.
- In collaboration with the Executive Director, build and maintain strong relationships with donors, members, and community partners.
- Ensure consistent, high-quality donor communications and stewardship practices.
- Partner closely with the communication staff to coordinate messaging, appeals, newsletters, campaign materials, and impact reports.
- Oversee development-related communications and ensure alignment with organizational branding and outreach strategies.
- Ensure accurate and timely donor data management, meaningful donor touchpoints and gift acknowledgments.
- Attend key events, foster partnerships and represent the organization externally.

REQUIRED QUALIFICATIONS and RELATED LIFE EXPERIENCE:

- 5+ years of experience leading nonprofit fundraising, including major gifts and annual giving.
- Demonstrated success designing and implementing fundraising strategies to reach goals.
- Demonstrated success soliciting of \$100,000+.
- Experience working with or supporting nonprofit boards.
- Strong leadership and team management skills.
- Excellent communication, relationship-building, and organizational abilities.
- Experience leading and supporting capital campaigns is a plus, but not required.
- Familiarity with land conservation, environmental issues, or rural communities is a plus but not required.

- Strong relationship building and collaboration skills.
- Excellent interpersonal and organizational skills.
- Proficient with Microsoft Office suite.
- Strong written, verbal and listening communication skills.
- Demonstrated ability to be proactive, creative and work collaboratively and independently.
- Must be able to work some non-standard hours, including evenings and weekends.
- Valid, insurable driver's license.

BENEFITS. The Land Trust values work-life balance; its work culture supports and inspires conservation, achievement and personal development. This position is eligible for the following:

- Medical, dental, and vision insurance (100% of employee-only premium is paid by the Land Trust). Family coverage available for purchase;
- 12 paid holidays;
- 12 vacation days annually, increased with tenure;
- 12 sick days annually (pro-rated);
- 3% matching SIMPLE retirement plan;
- Washington Paid Family and Medical Leave Program pursuant to state rules and eligibility;
- Dog-friendly office with pre-qualified dog and employee; and
- Occasional professional development and training opportunities; and
- Values-driven, meaningful conservation work. At the Land Trust, your work makes a difference!

TO APPLY. Submit a cover letter describing your qualifications and related life experience, along with your resume, via email to: jobs@wclt.org. No phone calls please!

Application review will begin April 30, 2026. Position open until filled.

Whidbey Camano Land Trust is an Equal Opportunity Employer and actively seeks a diverse pool of candidates from a variety of backgrounds who are committed to the mission and vision of the organization.