

JOIN OUR TEAM: DIRECTOR OF DEVELOPMENT

BUILD SOMETHING MEANINGFUL!

Are you passionate about substance abuse prevention and ready to make a lasting impact in North Carolina? Community Impact North Carolina (CINC) is seeking an entrepreneurial **Director of Development** to create and lead our organization's comprehensive fund development program.

This is a newly created position that offers the unique opportunity to build a fundraising program from inception while supporting critical prevention work across our state.

ABOUT COMMUNITY IMPACT NORTH CAROLINA

CINC is dedicated to preventing the harm of drugs and alcohol in North Carolina. We believe that a North Carolina free from alcohol and other drug harms will be a North Carolina that is safer for us all.

Our Focus Areas:

- **Building Strong Communities:** Developing local community capacity to reduce alcohol and other drug harms
- **Public Awareness:** Increasing population-level awareness of healthy alcohol and other drug behavior
- **Strategic Advocacy:** Influencing policy, regulation and funding decisions through strategic advocacy

Through our Coalition Support work, we operate statewide initiatives supporting communities in preventing alcohol and other drug harms. We also provide Connecting the Continuum services to bridge primary prevention efforts and recovery support services.

THE OPPORTUNITY

Position: Director of Development

Type: Part-time, Exempt (0.5 FTE, 20 hours per week)

Reports To: Executive Director

Location: North Carolina (Remote)

Compensation: \$32,500 - \$42,500 annually, commensurate with experience and geographic location

What Makes This Role Special

 **Build From Scratch:** Create Community Impact NC's entire development function - your vision, your systems, your impact

 **Innovation Freedom:** Design creative fundraising approaches tailored to substance abuse prevention funding

👉 **Direct Partnership:** Work closely with the Executive Director to shape organizational strategy

🌟 **Mission Impact:** Your work directly supports communities across North Carolina in preventing substance abuse

📈 **Growth Potential:** Opportunity for role expansion as the organization and development program grow

WHAT YOU'LL DO

Create the Foundation

- Design Community Impact NC's first formal fundraising strategy and development plan
- Establish policies, procedures, and systems for sustainable fundraising operations
- Build donor database systems and gift processing procedures
- Develop organizational case statements and compelling fundraising materials

Secure Critical Funding

- Write and manage grants for federal or state prevention funding (SAMHSA, CDC, HHS, NCDHHS)
- Cultivate relationships with North Carolina foundations interested in substance abuse prevention
- Build a sustained base of individual donors passionate about prevention work
- Explore innovative funding partnerships and corporate engagement opportunities

Build Strategic Relationships

- Establish Community Impact NC's presence in North Carolina's philanthropic community
- Network within the substance abuse prevention funding ecosystem
- Represent the organization at prevention conferences, coalition events, and funder meetings
- Partner with other prevention organizations and funding collaboratives

WHAT WE'RE LOOKING FOR

Essential Qualifications

- Experience: 3-5 years of nonprofit fundraising with demonstrated success in building programs
- Entrepreneurial Spirit: Proven ability to create systems, processes, and programs from inception
- Grant Writing: Strong track record of successful grant writing, preferably with federal funding

- Communication: Excellent written and verbal skills with ability to articulate complex concepts
- Collaboration: Effective communication skills for both internal team collaboration and external stakeholder engagement

Ideal Background

- Experience building development programs at emerging nonprofit organizations
- Knowledge of substance abuse prevention funding landscape (DFC grants, SAMHSA, etc.)
- Understanding of North Carolina's prevention and coalition networks
- Background in community mobilization and substance abuse prevention strategies
- Passion for substance abuse prevention and community health equity

Essential Skills:

- ✓ **Entrepreneurial mindset** - comfortable in startup environments
- ✓ **Strategic thinking** - see big picture while managing details
- ✓ **Systems building** - create efficient, scalable processes
- ✓ **Self-motivation** - work independently with minimal supervision
- ✓ **Adaptability** - resilient in building something new
- ✓ **Cultural competency** - commitment to health equity principles

WHAT WE OFFER

Professional Growth

- **Unique opportunity** to build and lead an entire development function
- **Strategic influence** in shaping Community Impact NC's growth and sustainability
- **Professional development** support for prevention conferences and fundraising training
- **Network building** within North Carolina's prevention and philanthropic communities

Work-Life Balance

- **Flexible scheduling** with part-time hours (20/week)
- **Remote work** with occasional in-person collaboration
- **Mission-driven culture** with a passionate, committed team
- **Meaningful impact** supporting communities across North Carolina

Benefits Package

- Competitive part-time salary (\$32,500-\$42,500 annually)
- Flexible work arrangements
- Growth potential as the program expands

To Apply:

Submit your application, including:

- Cover letter addressing:
 - Your experience building programs or systems from inception
 - Your knowledge of and passion for substance abuse prevention
 - Your vision for creating Community Impact NC's development program
- Resume

Send applications to: erin@impactcarolina.org

Application Deadline: November 10, 2025