



## **DIRECTOR OF PHILANTHROPY JOB SYNOPSIS**

**Full job description can be found [here](#).**

### **POSITION OVERVIEW**

The ACLU of Montana Foundation (“ACLU of Montana”) seeks a dynamic, strategic, and creative innovator to lead all aspects of a state-wide fundraising and donor relations program, utilizing multiple strategies to engage supporters across Montana. At the ACLU of Montana, we cover the broad spectrum of civil rights issues, including the right to privacy (including reproductive rights), voting rights, criminal-legal reform, and 2S-LGBTQIA rights, with a particular emphasis on our strategic priority areas of Indigenous Justice and decriminalization of poverty. The ideal candidate has the demonstrated experience to develop and execute a comprehensive fundraising and donor engagement plan that furthers the organization’s goals, centers and uplifts community needs, while applying an anti-racist and anti-colonial lens and community centric lens to philanthropy work.

The Director of Philanthropy will work closely with the Executive Director, the Leadership Team, and the National ACLU, and will supervise one major gifts officer (Donor Engagement Manager) and one Development Associate. The Director of Philanthropy will collaborate across departments as a strategic partner to ensure the financial health and sustainability of the organization through effective fundraising initiatives. The ACLU-MT is a fully remote office with staff working across Montana. The Director of Philanthropy must live in or be willing to move to Montana. To learn more about working for the ACLU-MT, please visit: [www.aclumontana.org/careers](http://www.aclumontana.org/careers).

### **COMPENSATION AND BENEFITS**

This position is full-time, exempt, and will pay an annual salary between \$83,130-\$99,449, depending on experience. Salary range is non-negotiable. Excellent benefits offered, including health, vision and dental insurance, short and long-term disability and life insurance, 401(k) retirement plan with employer matching, and generous vacation, holiday, sabbatical, and family and medical leave policies. Relocation reimbursements for actual moving expenses are available up to \$4,000, contingent on two years’ employment. A monthly reimbursement for personal mobile phone and internet is offered to all ACLU employees. The ACLU of Montana also invests in each staff member’s professional development.



## **APPLICATION PROCEDURE**

All applications are treated confidentially. Please submit (in pdf format if possible):

1. A letter of no more than one page describing your interest in the position. Please indicate in your letter where you learned of this position.
2. Resume.

Email your application to [jobs\[at\]aclumontana.org](mailto:jobs[at]aclumontana.org) with “Director of Philanthropy” in the subject line of your email.

**Applicants with Disabilities:** Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing to [jobs\[at\]aclumontana.org](mailto:jobs[at]aclumontana.org) to request reasonable accommodation at the time of application.

## **HIRING PROCESS**

Application review will start September 26, 2024. Applications after that date are encouraged and will be accepted on a rolling basis until the position is removed from the ACLU-MT [Careers](#) page.

Our hiring process is managed by a dedicated hiring committee and HR. The steps for finalist selection include a screening call by HR staff, videoconferencing interview with the hiring committee, a compensated assessment/work sample exercise, a final interview, reference calls for the selected finalist, decision, and making a job offer to the finalist candidate. We commit to regular communication with all applicants throughout the process, will apprise candidates of next steps as appropriate, and will promptly communicate any change in timeline.