

DEVELOPMENT DIRECTOR, CORPORATE AND FOUNDATIONS RELATIONS

The National Center for Civil and Human Rights (The Center) is an engaging cultural center located in downtown Atlanta, Georgia, that connects the American Civil Rights Movement to today's ongoing struggle for human rights. The Center is currently seeking a **Development Director, Corporate and Foundations Relations** to support our ongoing relationship building and fundraising efforts.

REPORTS TO: Dr. Quisa D. Foster, Chief Development Officer

POSITION SUMMARY

The **Development Director, Corporate and Foundation Relations** plays a vital role in securing and managing philanthropic partnerships that fuel NCCHR's mission and programs. This position focuses on cultivating, soliciting, and stewarding support from corporations, corporate foundations, and private foundations to advance exhibitions, education, community engagement initiatives, and annual operating priorities.

Working closely with the Chief Development Officer, senior leadership, and members of the Board of Trustees, the Development Director, Corporate and Foundations will manage a robust portfolio of institutional partners, build a strong pipeline of prospects, and design customized engagement strategies that align with the philanthropic goals of the Center.

KEY RESPONSIBILITIES

- Manage and grow a portfolio of corporate and foundation partners that provide support for programmatic and general operating needs.
- Lead the full grant lifecycle—including research, proposal development, submission, reporting, and stewardship—in collaboration with program and finance teams.
- Develop compelling, data-driven proposals and impact reports that articulate the Center's value and outcomes to funders.
- Maintain the grants calendar and ensure timely submission and compliance with all reporting and acknowledgment requirements.
- Support strategic fundraising initiatives including the Power to Inspire Gala, major sponsorship campaigns, and institutional giving for exhibitions and programs.
- Collaborate with marketing & communications and program teams to develop innovative corporate engagement opportunities (employee volunteerism, cause marketing, partnerships, etc.).

- Partner with the Chief Development Officer and CEO to prepare materials, briefing documents, and presentations for key donor and prospect meetings.
- Represent the Center at partner meetings, corporate events, and community gatherings.

REQUIRED SKILLS AND COMPETENCIES

- Bachelor's degree required.
- Minimum 5-7 years' progressive experience in fundraising, corporate relations, foundation relations, or nonprofit partnership development.
- Proven track record of securing corporate sponsorships, grants, or partnerships of five and six figures.
- Exceptional written and verbal communication skills, with demonstrated success in crafting compelling proposals and impact reports.
- Strong relationship-building and networking abilities with both internal and external stakeholders.
- Highly organized, detail-oriented, and able to manage multiple priorities and deadlines in a fast-paced environment.
- Collaborative team player with creativity, initiative, and a passion for social justice and equity.
- Proficiency in Microsoft Office.
- Working knowledge of maintaining constituent records in CRMS database; experience with Blackbaud's Altru database a big plus.
- A genuine commitment to the mission, values and work of the National Center for Civil and Human Rights.

PHYSICAL REQUIREMENTS

- Capable of working on a computer for extended periods of time
- Extended periods of sitting and/or standing
- Ability to lift, carry, and or move up to 25 pounds
- Bending, reaching, kneeling



EMPLOYMENT ELIGIBILITY

NCCHR is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees based on age (40 and over), race, sex, color, sexual orientation, religion, national origin, disability, veteran status, genetic information, gender identity, and the statuses protected by Title VII of the Civil Rights Act of 1964.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

ABOUT US

The National Center for Civil and Human Rights (The Center) is an engaging cultural center that connects the American Civil Rights Movement to today's ongoing struggle for human rights, whether at a local, national or global level. Our purpose is to create a safe space for visitors and attendees to explore the fundamental rights of all human beings so that they come away inspired and empowered to join the ongoing dialogue about human rights in their communities, workplace, and lives. The Center has a local footprint in downtown Atlanta, Georgia with a national reach in the ongoing pursuit of civil and human rights for all. To learn more, visit our website civilandhumanrights.org.

Interested and qualified candidates please submit a cover letter, resume and writing sample to careers@civilandhumanrights.org.