

Director of Development and Communications

Restoring Health. Restoring Lives. Sharing the Gospel through Healthcare.

About the Role

The Director of Development and Communications is responsible for growing philanthropic support for The Neighborhood Christian Clinic through fundraising, donor engagement, grants, marketing, and communications. This position helps share the Clinic's story, strengthen relationships with donors and supporters, manage fundraising systems, and advance the mission of restoring health, restoring lives, and sharing the Gospel through healthcare.

Primary Responsibilities

Fundraising & Donor Engagement

- Develop and implement fundraising strategies and campaigns.
- Cultivate, solicit, and steward donors.
- Support major donor and foundation relationships.
- Track fundraising performance and identify opportunities for growth.

Communications & Marketing

- Create and coordinate donor communications, newsletters, appeals, and other marketing materials.
- Maintain consistent messaging across print, digital, email, social media, and website.
- Gather and share stories that demonstrate the impact of the Clinic's ministry.

Grants & Partnerships

- Research, write, and manage grant proposals and reports.
- Build relationships with foundations, churches, businesses, and community partners.

Systems & Operations

- Maintain donor records and fundraising systems.
- Prepare reports for leadership, the Board, and Development Committee.
- Coordinate outside vendors, consultants, and marketing partners.

Qualifications

Experience

- Minimum 5 years of experience in a development, communications, or marketing role required.
- 7+ years in nonprofit development with CFRE preferred.

Skills & Attributes

- Strong writing, communication, and relationship-building skills.
- Excellent organizational and project management abilities.
- Experience with donor databases, email marketing platforms, and website content management systems preferred.
- Familiarity with Bloomerang, Mailchimp, and WordPress is a plus.
- Commitment to the Christian mission and values of The Neighborhood Christian Clinic.

Compensation & Benefits

Salary Range

\$100,000 - \$115,000

Depending on experience

Benefits

- Health benefits (medical, dental, and vision)
- Paid time off (PTO)
- Retirement plan
- Hybrid work schedule
- Mission-driven organization

Reports To

Executive Director

Supervises

Marketing consultants, agencies, contractors, vendors, and volunteers as assigned.

To Apply

Send your resume and cover letter to ashope@tnclinic.org