



Title: Development Officer

Job Location: Newark, NJ

Status: Full Time Non-Exempt

Reports to: Assistant Director of Development, ASP of NJ

*Are you looking to have a direct **impact from your work**?*

*Are you passionate about **human development and social justice**?*

*Do you want to work in a **creative environment** where you'll be challenged and inspired?*

Join All Stars Project and take part in a national movement to engage poverty using an innovative performance-based approach that creates a sense of belonging for young people.

Job Summary

As the Development Officer for the All Stars Project of New Jersey (ASP of NJ), you'll be responsible for the cultivation and stewardship of individual, corporate, and foundation supporters that partner with All Stars to bring opportunity to inner-city young people in Newark, Jersey City and the surrounding community. Your skills in relationship building through direct fundraising, events, and program involvement will have an impact as part of a dynamic team on the front lines of a national movement of Afterschool Development.

What You'll Do:

- Manage a portfolio of 100 supporters who contribute at the \$10-\$5,000 range to ASP of NJ; cultivate and build their support through phone calls, in person visits, email and digital outreach;
- Manage the ASP of NJ Annual Campaign, including scheduling, planning and execution of print, digital, and telemarketing communications for individual, corporate and foundation contributors;
- Work collaboratively across departments on the Annual Benefit Dinner, and be trained as the event's Assistant Sales Director, partnering with individual and corporate leaders on developing, planning and executing fundraising campaigns and creating a successful attendee and contributor experience;
- Lead the tracking of pledges and gifts in Raiser's Edge and the acknowledgement letter process;
- Create social media content and manage the digital communications strategy; and
- Participate in all department fundraising activity, including meeting preparation, developing corporate and grant proposals, managing constituent groups, creating newsletters, cultivation events and activities.

What You Bring to the Table:

- Experience in stewarding relationships with individuals or corporations; 1-3 years of direct fundraising experience preferred.
- A working understanding of annual and special event fundraising campaigns.
- Strong verbal and written communication skills, including use of MS Word, Excel, PowerPoint, and Outlook; online platforms such as MailChimp, Facebook, Instagram, and LinkedIn; fundraising database experience a plus (Raiser's Edge).
- Flexibility in schedule. Some evenings and weekends are required for phone shifts, special events or other activities.
- Bachelor's degree (required).
- Performing arts backgrounds are a big plus!

What We Offer:

- Competitive salary commensurate with experience
- Strong health care package and benefits
- An uplifting, positive organizational culture centered around performance and improvisation
- A world-class national network of support and ongoing professional development for your role



About All Stars

Founded in 1981, the All Stars Project is changing the national dialogue about how to meaningfully impact the lives of people growing up and living in poverty, and the role that “outside-of-school” plays in preparing inner-city youth for success in their lives. At All Stars, inner-city youth participate in community talent shows, leadership training in the corporate world, an award-winning police-community relations program, and more. We have transformed our unique programs into a movement reaching 20,000 inner-city youth and families each year in 6 cities, raising \$10 million annually in private funding.

We have become one of the country’s leading Afterschool Development organizations, creating a new model that uses performance as our approach to helping kids and their families grow on and off the stage, and bridge-building through volunteer and direct partnership initiatives between affluent supporters, their families, and the youth of All Stars. For more information about All Stars, please visit www.AllStars.org.

How to Apply

Send resume and cover letter along with minimum salary requirements (Word or PDF format only) to jobs@allstars.org.

Indicate “Development Officer, ASP of New Jersey” in the subject line of your email for fastest consideration. To learn more about All Stars Project, please visit our website at <https://allstars.org/>