



Director of Development Position Description

Job Summary

The Clooney Foundation for Justice (CFJ), an international non-governmental organization (NGO) that advocates for justice through accountability for human rights abuses around the world, seeks a Director of Development. A seasoned development professional will be a critical addition to our dynamic team during this exciting time of organizational growth. The ideal candidate will have outstanding written and oral communications skills and be creative, self-motivated, and flexible. They will help shape our fundraising strategy, engage regularly with donors and donor prospects, and prepare grant proposals and other associated written communications. They will be expected to identify new donor opportunities, integrate effective monitoring and evaluation (M&E) techniques into proposals and reports, and prepare packages of materials, in addition to playing a key coordinating role in annual fundraising events. They will support development efforts on behalf of CFJ generally as well as each of its flagship initiatives – TrialWatch, The Docket, and a new gender justice initiative launching in 2022 – and in concert with its strategic partner, The Sentry.

TrialWatch has the mission of exposing injustice, helping to free those unjustly detained, and promoting the rule of law around the world. TrialWatch monitors criminal trials globally against those who are most vulnerable – including journalists, protesters, women, LGBTQ+ persons, and minorities – and advocates for freedom for those who are unjustly detained. Over time, TrialWatch will use the data it gathers to publish a Global Justice Ranking exposing countries’ performance and use it to support advocacy for systemic reform.

The Docket gathers evidence of international crimes to trigger prosecutions of perpetrators and support victims in their pursuit of justice. This initiative combines investigations, legal action, and advocacy to bring the perpetrators to justice, obtain redress for survivors, and achieve systemic change. Its projects include bringing to justice those involved in financing conflicts through looting and illegal trade in antiquities, and gathering evidence of crimes against humanity committed in Venezuela.

Waging Justice for Women is a new, soon-to-be-launched, initiative that combats oppressive laws used against women and girls, initially in Africa. The team will gather data to identify discriminatory laws and undertake strategic litigation with local partners to overturn unfair laws, provide remedies to victims, and trigger accountability against perpetrators.

The Sentry, CFJ’s strategic partner, works with governments and global banks to create real financial consequences for officials responsible for massive human rights crimes and commercial actors

profiting from those crimes. The Sentry provides governments the evidence they need to take targeted action against corruption, violence, and serious human rights abuses, and advocate more comprehensive policies focused on getting at the root causes of crises. Their investigations have exposed fraud, money laundering, corruption, illicit trafficking, bribery, piracy, terror financing, poaching, and more. (The Sentry has its own fundraising team and is a separate 501(c)(3).)

Roles and Responsibilities

Reporting to the Strategic Director and working in close coordination with our program leads, other senior managers, the co-Presidents, and Board members:

- Develop fundraising strategies and plans;
- Pitch prospective donors on CFJ programming and goals;
- Identify available funding and in-kind opportunities, especially those afforded by corporations, foundations, and high-net-worth individuals;
- Cultivate donor relations through the entire donor cycle (prospecting, soliciting, and stewarding) and maintain donor databases;
- Lead the preparation of concept notes, grant proposals, and donor reports and associated packages of materials explaining the Foundation's work;
- Incorporate effective M&E techniques into grant proposals and donor reporting;
- Coordinate with the Operations Manager to develop and manage grant budgets;
- Coordinate on the planning and execution of galas and other fundraising events; and
- Other duties as may be assigned.

Required Qualifications

- 10+ years of fundraising or similar experience
- Track record of garnering new donors and substantial levels of funding per year
- Excellent donor relations skills
- Experience with fundraising event planning
- Knowledgeable in monitoring & evaluation (M&E) techniques
- Exceptional written and oral communication skills
- Aptitude to work in an international, virtual environment with a small, multi-cultural team
- Ability to use discerning judgment while being proactive and responsive
- Keen attention to detail and the ability to meet deadlines
- Team player willing to be flexible and adaptable
- Commitment to and passion for CFJ's mission and goals.

Preferred Qualifications

- Substantial fundraising experience with a nonprofit organization
- Established knowledge base of prospective funders for an international human rights NGO
- Extensive donor networks
- Demonstrated interest in human rights, rule of law, criminal justice, and/or public international law.

Location

Global Flexible

Compensation

Commensurate with experience and competitive with other similarly-sized not-for-profit organizations

Start Date

As soon as possible

To Apply

Submit a CV, a cover letter, 1 writing sample (5-10 pp) of a grant proposal or donor report (redact identifying information, as appropriate), and a list of 3 references to employment@cfj.org no later than January 31, 2022.

CFJ is committed to diversity in its workforce and is an equal opportunity employer. We actively seek a diverse applicant pool and encourage candidates of all backgrounds to apply. We do not discriminate on the basis of race, religious beliefs, color, national origin, gender identity, sexual orientation, age, marital status, veteran status, or disability.