

Development Director

Job Description

Cova is a social enterprise building a healthier Central America through community-centered safe water solutions. Through Cova's proven Circuit Rider model, our team provides post-construction support to rural communities to deliver long-term sustainable improvement to water systems across El Salvador, Honduras, and Nicaragua. Cova's work currently provides safe drinking water solutions to 1.5 million people across 2,500 rural communities.

Cova seeks a passionate and experienced **Development Director** to lead fundraising efforts, build strategic partnerships, and secure the financial resources needed to expand our impact. The Development Director will be responsible for designing and executing a comprehensive fundraising strategy, cultivating donor relationships, and increasing Cova's visibility among philanthropic organizations, foundations, and individual donors.

We are seeking an eager, preferably bilingual (English/Spanish), motivated, highly organized, detailed oriented, and passionate individual. They thrive in dynamic environments, are tech-savvy, and can manage multiple tasks while maintaining a high level of accuracy and attention to detail. This candidate brings strong interpersonal skills, working well with staff, donors, and external partners. Most importantly, they are committed to the organization's mission and committed to improving access to safe drinking water across Central America. CovaAgua.org

Key Responsibilities

Strategic Fundraising Partnerships (70%)

- Develop and implement a comprehensive fundraising strategy and annual plan to secure funding from foundations, strategic funders, individual donors, corporate sponsors, and government grants.
- Conduct research to identify and evaluate potential funding opportunities from foundations, government agencies, corporations, and other institutional funders aligned with Cova's mission and programs.
- Collaborate with the leadership team to align grant strategies with organizational goals and priorities.
- Serve as the primary staff member responsible for managing grant schedules, writing and delegating grant components, and tracking submitted proposals.
- Oversee compliance with funder requirements, including financial and narrative reporting, ensuring activities and outcomes align with grant objectives.
- Collaborate with the CEO to cultivate and steward key donor relationships with foundation representatives and institutional funders.
- Stay up to date with current trends and best practices to generate new development and communications ideas to increase revenue and donor loyalty.
- Track fundraising metrics and provide regular reports to the CEO and Board of Directors.

Individual Donor Relations & Stewardship (20%)

- Coordinate efforts to ensure major donors receive regular updates on Cova's impact.
- Manage CEO's donor relationships, identifying and supporting key touch points and outreach.
- Lead the execution of fundraising campaigns, annual appeals, and peer-to-peer giving initiatives.

Cova Team Collaborations (10%)

- Collaborate with the Marketing Team to develop compelling donor materials, including newsletters, social media content, and impact reports.
- Partner with Communications Director and other leaders to communicate our impact externally to donors and funders.
- Represent Cova at networking events, conferences, and donor meetings to increase visibility and engagement.
- Develop case statements and storytelling strategies that highlight Cova's mission and success stories.
- Other duties as assigned.

Desired Skill and Abilities:

- Bachelor's degree or equivalent experience in development and fundraising.
- 5+ years of experience in nonprofit fundraising, development, or a related field.
- Passion for global water access, community development, and sustainability.
- Proven track record of securing major gifts, grants, and corporate sponsorships.
- Strong grant writing and proposal development skills.
- Excellent verbal and written communication skills in English and Spanish (preferred).
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
- Proficiency in Salesforce.
- Willingness to travel once/twice annually to program sites in Central America and strategic conferences as needed.

Compensation & Benefits

- The salary range for this position is \$80,000 - \$95,000/year.
- Flexible work environment
- 4.5% matching 401k
- Healthcare stipend
- Unlimited vacation

Location: The position is fully remote.

To Apply: To apply, please email your resume and a cover letter explaining your relevant experience and why you would like to join the Cova team to Careers@CovaAgua.org with Development Director in the subject line by April 11, 2025. Applications will be reviewed as soon as they are received with the anticipated start date May, 2025.