Updated: 10/15/2026

POSITION: Managing Director of Development

STATUS: Full-Time, Exempt

REPORTS TO: CEO

SALARY RANGE: $105,000 - $115,000

GENERAL POSITION SUMMARY

Reporting to the CEO, the Managing Director of Development (MDD) is a key member of the senior leadership team along with the Chief Program Officer and Chief Administrative Officer. This position owns the responsibility for strengthening CASA's community presence and building relationships necessary to sustain and grow the mission. The ideal candidate is a natural relationship-builder and storyteller with strong follow-through and accountability for results. This is not a desk job; it requires substantial time meeting with current and potential funding partners on an in-person basis. The primary focus of the Managing Director's role is relationships and revenue development.

RESPONSIBILITIES

Fund Development

- Lead the execution of CASA's annual development plan to include measurable strategies that grow major gifts, corporate support & sponsorships, foundations, and other revenue streams.
- Act as primary point of contact for funding partnerships, external communications, and community engagement.
- Work closely with the CEO & Board of Directors (Development Committee) to identify funding opportunities, open doors, cultivate relationships, and increase support.
- Personally manage a portfolio of current, prospective, and lapsed major donors.
- Enhance and maintain a robust pipeline of new individual donors and corporate partners with timelines and relationship owners.
- Work closely with the CEO to ensure a strong pipeline of diversified grant sources that provides a sustainable support stream.
- Work closely with the Grants & Impact Manager to ensure donor prospect and appreciation data is consistently documented in CASA's CRM.
- Collaborate with the Community Engagement Manager to support the planning and execution of CASA of Collin County's two major annual fundraising events, A Tea of Change and Casino Night, ensuring alignment with organizational fundraising goals.
- Lead efforts to identify, cultivate, solicit, and secure corporate sponsorships and financial support for both events, leveraging existing relationships and developing new funding partnerships.
- Work closely with the Community Engagement Manager to provide strategic guidance, fundraising support, and sponsor stewardship before, during, and after each event to maximize revenue and strengthen long-term donor relationships.

Communications & Community Engagement

- Oversee branding and message consistency in all organization materials including donor communications, marketing materials, annual campaigns & events, and targeted appeals.
- Coordinate with CEO, CPO, and Community Engagement Manager to develop and implement "story first" narratives and best practices.
- Represent CASA at community events including chamber meetings, corporate events, and networking opportunities in coordination with the CEO and Community Engagement Manager.
- Perform speaking engagements in coordination with the CEO and Chief Program Officer.
- Build strategic media relationships to increase print & TV coverage of the CASA story.
- Maintain a visible and active presence in the Collin County community with a high ROI.

Department Leadership

- Provide clear, collaborative leadership and guidance to the development team, establishing goals, priorities, expectations, and accountability.
- Directly supervise the Community Engagement Manager and Grants & Impact Manager.
- Coach, empower, review, and evaluate performance of direct reports.
- Participate in annual agency budget development with CEO, CPO, CAO, and board of directors.
- Working closely with the monitor & analyze data to evaluate performance and adjust strategies as needed, ensuring increased donor engagement and retention.

QUALIFICATIONS:

- **Education:** Bachelor's degree in related field or minimum years of experience + fundraising certification.
- **Experience**: Minimum of 7 years of executive management experience in fundraising.
- **Technical Skills**: Proficiency in Microsoft office products including Outlook, Excel, Word and Power Point and QuickBooks. Knowledge of Bloomerang preferred.
- **Training**: Complete CASA pre-service training within one year of hire.
- **Ownership:** You don't consider something done when you've checked off a task; you consider it done when the problem is actually solved. You are inclined to action, even in cases where you haven't been told exactly what to do. You catch your own mistakes and produce consistently high-quality work that others can depend on.
- **Solid communication:** You speak and write clearly across channels (Zoom, Slack, email, memos, etc.) and know how to pick the right medium for the message. You're open to structural and stylistic feedback on your work, and you can integrate it effectively in service of producing legible, clear, and accurate work product.
- **Good judgment:** You grasp the big picture behind a process and can see what it's trying to achieve and how the small day-to-day decisions fit into it. Faced with an unfamiliar problem, you break it into manageable parts and reason through it systematically, asking the right questions along the way. You use that context to make good calls on the fly and to spot where a process or system has quietly gone off the rails.
- **Coachability:** You accept and seek out direct feedback, positive or critical, and actually thrive on it rather than just tolerate it. You ask questions when something's unclear, and you integrate what you hear into how you work going forward. You're excited to develop new skills and be challenged.

- **Service and collaboration:** You are genuinely curious about the people whose work you're supporting—what they need, where they're stuck, and how you can make their work easier. You also care enough to push back, provide feedback along the way, and embrace a collaborative decision-making process.
- **Adaptability:** You are resilient and stay effective when priorities or plans shift with little warning. You're flexible enough to bend systems and processes so that they don't break, while keeping the important pieces intact. You're curious about new tools, including AI, and quick to fold them into your own workflow where they add value. You are excited to dive into unknown systems, tools, and tech.
- **Mission alignment:** You're motivated by our impact, and can you speak concretely about why it matters to you. You're genuinely bought into our mission and the idea of doing the behind-the-scenes, high-leverage work in service of it.

PLEASE NOTE: The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor. All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.