



Chief Development Officer

Join Our Mission

Partnership to End Addiction ("Partnership") is a national non-profit organization dedicated to ending the addiction crisis. We understand addiction as a complex disease, demanding evidence-based, compassionate responses. Our mission centers on transforming the lives of young people by empowering the adults around them. We provide support, education, and resources for families confronting addiction, as well as partnering with organizations throughout the nation to fight this public health crisis. To learn more about our work, visit www.drugfree.org.

Making an Impact as our Chief Development Officer

As our Chief Development Officer (CDO), reporting directly to the CEO, you'll play a pivotal role leading our efforts to secure the resources that sustain and expand our reach. Your mission will be to develop and execute a multi-year revenue strategy, growing our current annual revenue (\$14-\$15M) with a blend of traditional fundraising and innovative entrepreneurial opportunities. This position requires a strategic mind, a passion for relationship-building, and a deep commitment to our cause. From fostering relationships with major donors to orchestrating impactful events, your work will directly fuel our ability to make a difference in families and communities nationwide.

Core Responsibilities:

- **Champion Our Cause:** Embody our mission and values with both internal and external stakeholders, inspiring a culture of dedication and commitment.
- **Strategize to Succeed:** Develop and continually refine a dynamic fundraising and revenue-generation strategy that aligns with our mission and ensures our financial strength.
- **Build and Bolster Relationships:** Nurture a robust network of donors, corporate and government partners, and stakeholders. Work closely with the CEO and Board Chair to create a robust development plan and build a strategic pipeline for key donors and relationships.
- **Business Development:** Partner and coordinate with our experts to identify, secure, and steward new business (paid contract) opportunities from private and public funding sources.
- **Empower and Elevate:** Lead a committed team of fundraising professionals, fostering their growth and ensuring a unified mission-driven approach.
- **Communicate to Connect:** Oversee compelling donor materials and stakeholder communications, clearly articulating our impact and vision.
- **Analyze to Advance:** Track key fundraising metrics and analyze data to inform strategies. Provide insightful reports to the leadership team, promoting data-driven decision-making.
- **Oversee Planning and Proposal Writing:** Lead our pursuit of grants and business opportunities, ensuring a robust proposal development process across both charitable and entrepreneurial avenues.
- **Collaborate for Impact:** Lead cross-departmental oversight and coordination of all fundraising and revenue initiatives, including coordination and collaboration with other senior leaders and consultants charged with identifying revenue-producing business opportunities for our professional services and products, such as research grant applications and contracts for professional development and digital products.
- **Event Excellence:** Launch our signature events with flair, building engagement and a strong community of supporters.
- **Agility and Availability:** Maintain an active local presence for external and internal meetings in New York; anticipate travel as required for fundraising and relationship-building opportunities across various parts of the United States; in addition to full-time work hours, be



available for some evening and weekend cultivation events; and remain flexible to perform other job-related duties as assigned.

Qualifications:

- At least 12 years of professional experience in relationship management, fundraising, and/or revenue generation; experience in either the private or nonprofit sector is valued, with cross-sector experience ideal.
- Proven track record in leadership and strategy development.
- Demonstrated history of success in leading multi-million dollar fundraising initiatives, including securing significant grants and donations.
- Ability to build strong relationships with diverse stakeholders, including major donors, boards, business partners, and colleagues.
- A passion for our mission and an unwavering belief in the power of evidence-based, compassionate solutions to addiction.
- An inclusive leadership style, committed to fostering a culture where every team member feels valued and driven to contribute to our collective success.
- Excellent verbal, written and presentation skills.

Annual Salary Range: \$200,000 - \$250,000

Partnership to End Addiction offers a robust benefits package including health, life and disability insurance, generous defined contribution retirement plan, paid family and medical leave, vacation, personal, safe/sick and floating holiday time, gym subsidies and more to eligible employees.

This is a hybrid role. The Chief Development Officer will work in the New York City office at least one day per week.

Partnership to End Addiction is proud to be an equal opportunity employer. We celebrate diversity and are committed to building an inclusive work environment for the success of our employees and the fulfillment of our mission. Our goal is to be a diverse workforce, encompassing a variety of backgrounds, perspectives, and skills, that is representative of the people and communities we aim to serve. Learn more about [working at](#) Partnership to End Addiction.

Cover letter and resume should be emailed to employment@toendaddiction.org.

If you require reasonable accommodation to complete a job application, pre-employment testing, or a job interview or to otherwise participate in the hiring process, please contact Human Resources at employment@toendaddiction.org.