



IN DEFENSE  
OF CHRISTIANS

## IDC SEEKS DEVELOPMENT DIRECTOR

In Defense of Christians (IDC) is a Washington, DC-based 501(c)(3) nonprofit and 501(c)(4) social welfare organization that advocates for the protection and preservation of Christian communities in the Middle East.

IDC seeks a Development Director to manage the organization's development and fundraising function, through the design and implementation of a strategic development plan. The Development Director will design, execute, and maintain a sustainable development program and campaigns through traditional and alternative means and sources of fundraising. The Development Director will foster and expand relationships among donors and supporters, while managing development data and metrics.

### **Responsibilities**

- Build a strategic development plan to achieve IDC's fundraising goals
- Work with the IDC team to implement development projects and campaigns
- Create reports to inform donors of advocacy accomplishments and future initiatives
- Maintain and develop bases of donor support through relationship-building, regular contact, and outreach campaigns
- Identify new donors—individuals, corporations, foundations, etc.
- Donor and fundraiser data management
- Other relevant duties as assigned

**Travel:** Up to 25% of the time

### **Qualifications**

- 2+ years of relevant development/fundraising experience preferred
- *MS Office* (Word, Excel, PowerPoint)
- Customer relations management (*Salsa Labs*) familiarity preferred
- *QuickBooks* familiarity preferred
- Grant writing familiarity preferred
- Strong networking and interpersonal skills
- Entrepreneurial/self-starter personality
- Excellent time management skills
- Strong information management skills
- Strong organizational skills
- Strong written and oral communication
- Ability to work as a team member
- High moral character and professional ethics
- Strong commitment to preserving the Christian communities and heritage of the Middle East

Interested candidates should send resume and cover letter to:

[richard@indefenseofchristians.org](mailto:richard@indefenseofchristians.org)

[www.indefenseofchristians.org](http://www.indefenseofchristians.org)

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