



## JOB DESCRIPTION

REGIONAL DEVELOPMENT MANAGER  
NATIONAL PSORIASIS FOUNDATION

NORTHERN CALIFORNIA REGION - REMOTE

### COOK SILVERMAN SEARCH

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## ABOUT NATIONAL PSORIASIS FOUNDATION

The National Psoriasis Foundation (NPF) is a dynamic and growing non-profit organization dedicated to research, advocacy, and patient and medical education as we work toward a cure for psoriasis and psoriatic arthritis and support those impacted by psoriatic disease. The NPF is seeking a seasoned volunteer development & fund raising professional to organize volunteers and execute walks, cycling and other fund raising and program initiatives in Northern California.

The National Psoriasis Foundation (NPF) is a nonprofit organization with a mission to drive efforts to cure psoriatic disease and improve the lives of those affected. Founded in 1967 from a tiny, classified ad in a Portland, Oregon, newspaper, NPF has evolved to become the leading patient advocacy group for the more than 8 million Americans living with psoriasis and psoriatic arthritis.

For more information, please visit <https://www.psoriasis.org/>

## POSITION OVERVIEW

The Regional Development Manager will be responsible for cultivating and soliciting donors, sponsorships, and event participants; volunteer management including recruitment and training; and directing special events.

## REPORTING RELATIONSHIPS

The Regional Development Manager reports directly to the Vice President of Field Operations. The position has no managerial responsibilities currently.

## PRIMARY RESPONSIBILITIES

- Maintain the vision and guiding principles of NPF while planning and executing mission related priority projects at the community level.
- Direct the cultivation and meaningful involvement of volunteers in income producing activities and the development and acquisition of individual and corporate contributions.
- Develop plans and coordinates volunteers for implementation of fundraising, advocacy and education programs
- Serves as the staff manager/partner to community volunteers. Identifies, recruits and trains volunteers for critical leadership positions
- Provide leadership and professional staff support for fundraising programs including organizing special events, soliciting corporate & foundation support, and major gifts.
- Establish relationships with medical professionals within assigned territory.

## QUALIFICATIONS

- Bachelor's degree or equivalent
- Five or more years of experience in non-profit development, management of volunteers, and event marketing and sales experience
- Professional fundraising or related experience including significant event management, volunteer development, major gifts and corporate solicitations
- Works well in a fast-paced environment. Highly efficient in time management and can meet deadlines under pressure
- Excellent event planning and management skills
- Technology aptitude including Raisers Edge NXT and Greater Giving
- Experienced in recruiting, training and managing volunteers
- Excellent written and verbal communication
- Flexibility to travel frequently
- Preferred experience with web-based fundraising software

## SALARY OR SALARY RANGE

The salary range for this position is \$70,000 to \$90,000 plus full benefits.

To demonstrate our commitment to equity and equal pay for all, Cook Silverman Search will continue to post salary ranges on all of its job descriptions moving forward. The practice of not posting salaries perpetuates the gender wage gap and discriminates against people of color by causing individuals to negotiate from a disadvantaged starting point.

## TO APPLY

To apply for this position, or for additional information on the opportunity, please send a copy of your resume with a cover letter to Victoria Silverman at [apply@cooksilverman.com](mailto:apply@cooksilverman.com).

All applications and inquiries will receive a response and be kept strictly confidential.

National Psoriasis Foundation is an Equal Opportunity Employer.