

VETERAN ADVOCACY PROJECT

Director, Development

The Veteran Advocacy Project (VAP) seeks an individual to lead development efforts for the organization.

VAP ensures access to health care, housing, and benefits for low-income veterans and their families, with a focus on those living with post-traumatic stress, brain injury, substance dependency, and other mental health conditions. We are partnered with VA hospitals, health clinics, and local veterans' groups to reach veterans where they are. While our attorneys tackle the legal challenges, our advocates ensure that our clients are connected to appropriate social services. With a dedicated team, VAP enables veterans to regain their health and rebuild their lives.

Position Overview

The Director of Development will lead and execute VAP's fundraising strategy in partnership with the Executive Director. This role is responsible for managing and growing diversified revenue streams that include foundation grants, law firm and corporate support, individual donors, and events.

The Director of Development will build systems and relationships that sustain long-term growth. We are looking for a hands-on development professional who is comfortable operating in a small organization, taking initiative, and building strong relationships with funders.

Key Responsibilities

Strategy and Leadership

- Develop and implement an annual fundraising strategy aligned with organizational priorities
- Partner with the Executive Director on long-term development planning and revenue forecasting
- Help shape messaging about VAP's impact, growth, and strategic direction
- Support board engagement in fundraising and relationship development

Foundation and Institutional Funding

- Manage foundation portfolio, including prospect research, proposal development, and reporting
- Identify new foundation opportunities aligned with VAP's work
- Develop compelling grant narratives that clearly articulate VAP's work and impact
- Track deadlines and deliverables to ensure strong funder relationships

Law Firm, Corporate, and Individual Giving

- Cultivate relationships that support VAP through pro bono partnerships and philanthropy
- Grow individual donor base
- Develop materials to support donor cultivation and stewardship
- Strengthen engagement pathways for supporters interested in long-term partnership with VAP

Events and Communications

- Steward and grow revenue from VAP's annual Service Awards; strategize for future fundraising events
- Collaborate on communications and materials for donors
- Ensure consistent messaging across proposals, presentations, and donor outreach

Systems and Infrastructure

- Maintain organized tracking systems for fundraising activities and donor relationships
- Develop processes that support sustainable development operations as the organization grows

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- Coordinate with finance and program staff to track, analyze, and report deliverables and impact data

Qualifications

- 5+ years of nonprofit fundraising or development experience
- Familiarity with New York philanthropic landscape
- Demonstrated success securing foundation grants and cultivating donor relationships
- Strong writing skills, including experience drafting grant proposals
- Ability to translate programmatic work into compelling narratives
- Experience working collaboratively with organizational leadership
- Comfort working with a very small, growing team, with an evolving infrastructure
- Strong organizational skills and ability to manage multiple deadlines

Preferred:

- Experience fundraising for legal services or veteran- and military-focused organizations
- Experience working with law firms

Salary: Compensation is commensurate with experience, with a range of \$90,000 to \$130,000; generous benefits package including employer-paid health insurance premiums, dental and vision plans, 401K, life insurance, EAP, and discounts, etc.

Location: VAP has a small office in downtown Manhattan but the team mostly works remotely.

To Apply: please send a cover letter and resume to hire@veteranadvocacy.org with "Development" in the subject line. Applications will be reviewed on a rolling basis.