

## Director of Development & Communications

**Location:** Fully Remote. Preferred location within Austin, Texas area

**Reports To:** Executive Director

### Compensation & Benefits

**Salary:** \$90,000–\$101,000 (with performance-based bonuses up to \$120,000).

**Benefits:**

- Health Insurance Stipend
- 3% matching retirement contribution
- 15 vacation days, 10 paid holidays, a week off between Christmas and New Year's, and 10 sick days
- **All expenses covered for 3-4 annual trips to Roatán, Honduras, including airfare, accommodations, and meals during work-related travel.** Additional travel to Austin, TX possible.
- Fully remote work environment

### Dream big. Make an impact. Explore the world.

The Abundant Life Foundation (ALF) is seeking an adventurous, driven, and creative fundraising powerhouse to serve as our **Director of Development & Communications**. This **brand-new role** is designed for a heavy hitter ready to build a dynamic development and communications program from the ground up.

This isn't just a job; it's an opportunity to create life-changing impact while enjoying unique experiences in beautiful Roatán, Honduras. You'll work remotely, lead transformative fundraising efforts, and tell the stories of the incredible communities ALF supports. And yes—you'll get to travel to Roatán 4-5 times a year to see the impact of your work firsthand.

If you're a bold, strategic leader who's ready to make waves in the nonprofit world, **this is your dream job.**

### What You'll Do

#### Fundraising & Donor Engagement (70%)

- **Build a High-Impact Fundraising Program:** Design and execute strategies to achieve ambitious goals, with a focus on major gifts, grants, and corporate partnerships.
- **Secure Major Gifts:** Cultivate and steward relationships with individual donors capable of giving six- and seven-figure gifts, turning their passion into action.
- **Expand Our Donor Base:** Reactivate lapsed donors, grow new relationships, and tell compelling stories that inspire action.
- **Lead Grant Opportunities:** Oversee research, proposals, and reporting to ensure compliance and alignment with ALF's mission.

- **Create Donor Experiences:** Plan exciting events and immersive donor visits in Roatán that deepen connections to ALF's work.

### **Communications & Storytelling (20%)**

- **Develop Compelling Narratives:** Craft stories that highlight ALF's transformational impact, using digital and physical platforms.
- **Oversee Donor Communications:** Lead the creation of newsletters, social media campaigns, and annual reports to engage donors and partners.
- **Support Events:** Collaborate with the Development Officer to develop standout donor-focused events and materials.

### **Leadership & Collaboration (10%)**

- **Shape ALF's Fundraising Future:** Work closely with the Executive Director and Board to establish a sustainable and high-performing development function.
- **Mentor Team Members:** Manage and support the part-time Development Officer, fostering their growth and contribution to ALF's success.
- **Be a Strategic Partner:** Collaborate across the organization to align fundraising efforts with program goals and priorities.

### **What Makes You a Great Fit**

- You're a **proven fundraising expert** with 5+ years of nonprofit experience and a strong track record in securing six- and seven-figure gifts.
- You thrive on storytelling and building meaningful relationships with donors and partners.
- You're self-motivated, strategic, and ready to own a role with big expectations and even bigger potential.
- You're excited about traveling to Roatán and connecting with the local community.
- You're experienced in donor CRMs (Bloomerang a plus!) and know how to manage data strategically.
- Bonus: You have experience launching new development initiatives or building programs from scratch.

### **What's In It For You**

- **Impact:** Work for an organization transforming lives through dignified housing, education, and community engagement.
- **Adventure:** Travel to Roatán 4-5 times a year (expenses covered!) to see the direct impact of your work while enjoying the island's beauty. 1-2 trips to Austin, Texas per year for fundraising events and meetings. Other possible travel for conferences or donor engagement.
- **Flexibility:** Work remotely, with the freedom to set your schedule.
- **Growth:** Join a small but mighty team where your leadership will shape the future of ALF's fundraising efforts.
- **Generous Benefits:**
  - Health Insurance Stipend
  - 3% matching retirement contribution
  - 15 vacation days, 10 paid holidays, a week off between Christmas and New Year's, and 10 sick days

## **Who We Are**

The Abundant Life Foundation (ALF) is more than just a nonprofit—it's a movement of hope, opportunity, and transformation. Based in Roatán, Honduras, we partner with local communities to create dignified housing, improve access to education, and foster meaningful community engagement.

## **How to Apply**

If this sounds like your dream job, send your resume and a cover letter or video detailing why you're the perfect fit for ALF to [info@abundantlifefoundation.org](mailto:info@abundantlifefoundation.org).

Applications will be reviewed on a rolling basis. Don't wait—your next adventure starts here!