



The Root

SOCIAL JUSTICE CENTER

About The Root:

The Root envisions Vermont communities where People of Color are safe, visible, connected, and are able to heal. We are building communities where People of Color are organizing for racial justice and have the power to change unjust conditions. We are growing a movement for racial justice that centers collective leadership of People of Color, focused in Vermont and surrounding regions. The Root is run by a combination of staff and volunteer Collective that uses a consensus model for decision making and shares tasks in running the organization.

Over the last three years, The Root has decided to move towards a 501c3 organization in order to create a solid structure from which to build a movement for racial justice with People of Color at the forefront. The organizational budget has nearly tripled in size over the last three years, to a \$120k budget. The Root currently has one part-time paid position, Program Manager, and several stipended and contracted positions.

The Position:

The Development Director is a new position and is the primary point person for tasks related to The Root's fundraising strategy and financial resource generating activities. Previously, fundraising efforts were split between a contracted Grant Writer, a volunteer-run Fundraising Committee and The Root Collective. The creation of this position is a pivot for the organization to build lasting and solid infrastructure to support the growth of The Root and other People of Color-led organizing projects around the area, state, and region. We believe that relationship building is key to all effective movement building and change work, and that fundraising and organizing go hand in hand. This person would work in a small office (2-3 part-time staff) and would be expected to support the overall work of the organization in various ways.

The Root currently funds its operations through Grants, Major Donors, Individual Donations & Monthly Donors. Funding streams are currently about: 44% Grants, 34% Major Donors, 15% Individual Donations & 7% Monthly Donors. The Fundraising



Director will be a part of the Root Collective and work most closely with the Program Director, Fundraising Committee, & Finance Committee.

Key Responsibilities:

- Write and manage all grant applications and reports; research new grant opportunities; maintain and build foundation relationships; track all deadlines and grant-related expenses.
- Build and maintain relationships with current major donors and cultivate new major donors; bottom-line all major donor engagement and support donors in any fundraising efforts.
- Maintain and expand our monthly sustainer program
- Maintain fundraising & donor database via Little Green Lantern; Organize and implement smooth administrative processes for tracking and thanking donors;
- Coordinate and execute annual appeals and phonebanks
- Represent The Root at local solidarity fundraising & community events
- Coordinate Fundraising Committee, recruit volunteers
- Work with staff and volunteers to develop creative ways to tell The Root's story to the world. Collect stories of folx who work with us, including partners and collaborators, youth and adult volunteers, staff, and others who interact with our work.
- Other tasks as needed to support the functioning of The Root as a whole.

Qualifications & Experience

- Experience planning, implementing, and evaluating development & fundraising efforts. We prefer someone with previous relevant experience (or a combination of education and work experience). However, we will train someone who is the right fit for us!
- Community, collaboration and relationship-building are central to our work. The ideal candidate will be a team-player, an innovative and creative problem-solver, and committed to racial, social, economic & environmental justice.
- Commitment to developing an equity lens and seeing the intersectionality of social justice and change-making.



- Experience working with/in organizations led by People of Color, Queer and Trans folks, poor & working class folks. Experience working with/in organizations with the above constituent base.
- Ability to work with a wide range of identities and communities, including our predominantly white community & donor base, queer & trans partner organizations, family and youth program participants.
- Self-motivated, able to accomplish goals with little oversight, able to hold self and others accountable to deadlines and workplans.

Compensation:

Starting compensation is \$18-\$22/hr based on experience and need for 20 hrs/week. Current benefits offered are 3 weeks of paid time off (vacation + personal/sick days) + national/bank holidays + movement holidays (ie May Day, Juneteenth, etc.). Professional Development provided for fundraising trainings, conferences, networking opportunities & peer support.

Childcare provided for Collective meetings & as needed.

There is room for growth in subsequent years as development goals are met/exceeded.

How to Apply

Please fill out this [form](#) and upload to it a 1-page cover letter explaining your interest in the position and resume or written narrative. If you'd prefer to email the materials or have any questions, please send to [therootsjc\(at\)gmail\(dot\)com](mailto:therootsjc@gmail.com).

Rolling deadline - open until filled. Preference given to those who apply early. Open to remote candidates. We are hoping for a start date of October 1, 2019.