



Allston Brighton Food Pantry and Brighton Allston Congregational Church Seek Development Director

About Brighton Allston Congregational Church and the Allston Brighton Food Pantry

[Brighton Allston Congregational Church \(BACC\)](#) is a radically progressive worshipping community with a strong commitment to welcoming and celebrating queer and trans members and guests, actively promoting racial and environmental justice, and supporting a large and growing food justice ministry. The church houses the [Allston Brighton Food Pantry \(ABFP\)](#), which provides food relief to over 2,000 households and 5,000 individuals annually in our neighborhood.

Together, they are:

- An open and affirming church (actively celebrating LGBTQ+ identity), and
- A member of the United Church of Christ (UCC), the first historically white denomination to ordain African Americans, women, and an openly gay man, and the first Christian church to affirm the right of same-gender couples to marry
- Home to a free food pantry, free community supper, and free community fridge on our premises
- An edible garden and the only green space in Brighton Center
- An award-winning thrift shop
- A safe space to gather for fun, support, and growth
- A caring, diverse, inclusive community
- Rooted in these [values](#)

Over the past four years, BACC/ABFP's programs have **expanded dramatically** in response to the level of need in the community and the energy and vision of new leadership. During this period, staff and volunteers began fundraising to meet these increased costs—without formal training or experience. As the organization continues to grow, it seeks its **first-ever Development Director** to come on board with the expertise and experience needed to expand and sustain fundraising efforts for the following important and impactful programs:

- **Promoting equitable access to food** via Community Supper, Food Pantry, and the Community Fridge
- **Environmental sustainability efforts**, including growing a food forest, helping neighbors start fruit and veggie gardens, caring for our historic building, and investing in green infrastructure
- **A new Pastoral Residency program for Trans BIPOC clergy** seeking their first pastoral care position
- **Social services and resource connections** for vulnerable community members

The church and food pantry are staffed by a talented, collaborative team of eleven, and they enjoy the support of a dedicated volunteer community and boards. The annual budget is approximately \$1m and is currently being funded by donations from foundations, corporations, individuals, and events, as well as an endowment contribution.

Opportunity Going Forward

The Director of Development (DD) will join BACC/ABFP at an exciting time in the organization's development. It has a strong and growing reputation as a **welcoming place that actively "walks the talk"** in pursuit of its progressive values and social justice. Church membership has tripled in the last four years, signaling **increased interest in its work and belief in its leadership**. The team is **innovative and responsive** to community needs – in just the last few years, they have tripled weekly meal service and added outdoor lockers, a port-a-potty, and a community fridge to the premises that enable continued support to community members when the church is closed. These innovations – and the funding to support and sustain them – are necessary, as there is a growing need in the community for the services ABFP provides.

The Development Director will help shape the organization's future direction by overseeing all fundraising activities for the food pantry and church. She/He/They will create and execute a well-rounded, strategic plan for fundraising with a particular focus on individuals/major gifts, foundations, and corporations.

She/He/They will have a strong foundation from which to build, including:

- An active volunteer Grants Committee who adds capacity and support to proposals and reports
- A dedicated Fundraising Events Committee that organizes 2-3 events that bring in new donors and dollars each year
- A mission-driven staff who are experts in their work **and** happily support each other's work when it spikes and more hands are necessary
- Existing, long-standing relationships with local foundations and corporations
- Board, Executive, and Food Pantry leadership who are respected in the community, ready to engage, and committed to the success of fundraising efforts

Key Responsibilities

Organize and galvanize the staff, boards, and volunteers to achieve fundraising goals

- Develop and execute a strategic fundraising plan
- Lead the cultivation of major donors, leveraging the expertise and leadership of board members and team members as necessary
- Train and utilize the skills and energy of team members to support development efforts
- Oversee the preparation of grant proposals and grant reporting
- Run the annual church stewardship campaign with the assistance of church lay-leadership
- Lead the Grants Committee and Fundraising Events Committee

Create innovative programs that address community needs and organizational sustainability

- Design and implement a corporate sponsorship program and a planned giving program
- Work with the Food Pantry board chair to cultivate board membership

Build efficient development systems and communications

- Monitor and report regularly on progress against the development goals
- Provide communications related to fundraising messaging, including social media
- Create/manage a fundraising database

Serve as a staff and community leader

- Support, champion, and celebrate the work of team members
- Represent and cultivate relationships for the church and food pantry in the community

Desired Credentials/Profile of the Ideal Candidate

The successful Development Director will be a skilled frontline fundraiser, a strong relationship builder adept at creating fundraising and communication strategies, and a compelling spokesperson for the church and food pantry's work and mission who can speak powerfully about food justice and radically progressive Christianity. She/He/They will be able to effectively meet the tactical needs of today while building strategies, systems, and plans for the future.

Ideal candidates will demonstrate the following knowledge, skills, and experience:

- Strong, demonstrated passion for BACC/ABFP's missions
- Proven understanding of and commitment to diversity, equity, and inclusion, with experience working with diverse groups
- Comfortable working in a highly diverse workplace and with donors and volunteers from all walks of life
- Minimum of 7+ years of fundraising experience with progressively expanding accomplishments and a proven track record of working with 5- and 6-figure donors
- Experience in multiple areas of fundraising, including:
 - Personally and successfully securing donations of at least \$15,000 from individuals
 - Demonstrated ability to secure grants of at least \$10,000
- Proven ability to grow the donor base of an organization through a mix of systems, outreach, relationship-building, and solicitation
- Strategic and analytical skills, strong work ethic, and ability to execute within a small resource-constrained environment
- Proven ability to be a proactive "nudge," modeling effective follow-through in their work and for others
- Direct and kind communicator who can handle challenging situations and is adept at resolving conflicts with a partnership mindset
- Organized but not controlling – able to recognize when flexibility is needed and be nimble with grace, patience, and a collaborative spirit
- Has a strong sense of self and is confident without being egotistical
- Previous experience organizing and catalyzing the work of colleagues and volunteers
- Exceptional written and verbal communication skills
- Previous professional and/or volunteer experience working with a faith community; an existing understanding of progressive Christianity is preferred but not required

Hours, Location, Compensation and Benefits

The starting salary range is \$130,000-\$150,000, commensurate with qualifications and experience. Full health, dental, and vision benefits are available immediately, and the DD will be eligible for an employer pension contribution after one year of employment. In terms of paid time off, there are 16 paid holidays, paid vacation, and sick time.

This is a hybrid position, with at least 50% of hours worked in the church office in Brighton Center, including the following times:

- every Wednesday from 3pm-6pm
- every Thursday from 12-2
- 2nd and 4th Saturdays from 9am-1pm
- Quarterly on Sundays from 10:30am-12:30pm

Some additional weekend and evening hours are required to work with our volunteer boards and committees and attend community events.

Application Process and Additional Information

Candidates must include a resume and a cover letter that describes how their qualifications and experience match the needs and mission of the Brighton Allston Congregational Church and the Allston Brighton Food Pantry. ***In your cover letter, please share the largest individual gift you have personally and successfully solicited and why your skills and experience particularly lend themselves to serving a queer, radically progressive church and food justice organization.***

If taking the job requires a candidate to move to Boston, she/he/they should mention why that is a good fit for them at this time. Applications will be accepted until the position has been filled. Upload required documents to <https://eostransitions.applicantpool.com/jobs/>

Eos Transition Partners consultant Erin Cox is managing this search. All submissions will be acknowledged and are confidential, and any questions can be submitted to Erin at: ecox@eostransitions.com.

Statement from the Brighton Allston Congregational Church:

Our church, and by extension, our food ministry, is committed to the work of justice, equity, and inclusion. We recognize that systemic injustice often plays out in employment practices. We particularly encourage those whose identities have been historically marginalized (Black, Indigenous, POC, woman, queer, trans, disabled, unhoused, etc.) to apply.