



## *Building a Future with Hope*

### Announcement of Career Opportunity

#### Director of Development

Do you look forward to engaging with others and connecting them with opportunities to make a difference? Are you passionate about using your skills and professional abilities to advance a mission to serve those in need? Are you motivated by your Christian calling to serve others?

*If you answered yes, then this could be the opportunity for you.*

Brethren Housing Association (BHA) is looking for a Director of Development to help fulfill its vision and mission by developing, nurturing, and growing resource generating relationships with BHA's constituencies and supporting agencies. As the Director of Development, you would have the opportunity to demonstrate your skills in a variety of areas:

- Donor Relations
- Annual Fund and Capital Campaigns
- Grant Writing
- Networking
- Event Planning
- Communications
- Public Relations
- Data Management

#### Qualifications/Skills:

- Bachelor's degree and 3-5 years of experience
- A strong Christian faith that provides guidance and motivation
- Commitment to the mission and core values
- Excellent written and verbal communications skills
- Proficiency with WordPress and social media platforms
- Proficiency with computer software including Microsoft WORD, PowerPoint, and EXCEL
- Proficiency with Etapestry (preferred not required)
- Excellent interpersonal skills and a collaborative work style

#### Compensation and Benefits:

BHA offers a variety of benefits to our staff including medical, life insurance and a generous paid time off package. We offer flexible work schedules and a friendly, supportive work environment. This position is salaried with a range of \$35,000-\$45,000 based on experience.

#### To Apply:

For consideration, all applicants must submit their resume and cover letter to Crystal Brown, Executive Director at [cbrown@bha-pa.org](mailto:cbrown@bha-pa.org) by January 19, 2018. To view the full job description, visit our website [www.bha-pa.org](http://www.bha-pa.org)

## BRETHREN HOUSING ASSOCIATION