

AchieveMpls Job Posting: Manager of Strategic Resource Development for Minneapolis Public Schools

Position Overview

The Manager of Strategic Resource Development is a joint appointment between AchieveMpls and Minneapolis Public Schools (MPS). This individual is responsible for coordinating and implementing all private sector fundraising activities that support the strategic priorities of the MPS superintendent. Primary duties include funder research, relationship building, grant writing, grants coordination, progress monitoring and report writing. They report directly to the AchieveMpls CEO and work closely with the MPS grants office.

About AchieveMpls

AchieveMpls rallies community support and delivers best-in-class programs to inspire and equip young people in Minneapolis and Saint Paul for careers, college and life. Our vision is that all students have full and equitable access to postsecondary education and career opportunities, creating a more just and vibrant community. We manage Career & College Centers and Career Pathway Centers in Minneapolis and Saint Paul public high schools; collaborate with our partners to provide paid career experiences for Minneapolis youth through the Step Up Youth Employment Program; direct the Achieve College Internships program; and engage career exploration volunteers. We also serve as the nonprofit foundation for Minneapolis Public Schools (MPS), raising financial support for MPS strategic priorities and administering MPS school funds and scholarships. Learn more at www.achievempls.org.

The Young People We Serve

Twin Cities youth are our emerging leaders – talented, capable and ready to learn. We believe in the power of career and postsecondary readiness to enable young people to imagine and live rewarding lives, and we prioritize services for our students who face systemic barriers to access. 70% of Minneapolis Public Schools students are youth of color, 60% are eligible for free or reduced lunch, and 32% call a language other than English their home language, with nearly 90 different languages spoken in the district. In Saint Paul Public Schools, nearly 80% of students identify as non-white, two-thirds are eligible for free and reduced lunch, and over 125 languages and dialects are spoken in the district.

Duties and Responsibilities

- Research and identify grant opportunities for Minneapolis Public Schools (MPS) strategic priorities.
- Work with a joint AchieveMpls/MPS grants committee to develop a comprehensive private fund development strategy.
- Communicate with MPS schools and AchieveMpls to ensure appropriate accounting and management of grant and school fund donations.
- Build, nurture and sustain partnerships with local, regional and national funders whose priorities align with the strategic initiatives of MPS.
- Represent AchieveMpls and MPS to funders, business and civic groups and others with the capacity to help increase private sector support for MPS.
- Support individual donor outreach and management as it relates to MPS directed gifts.
- Work with MPS manager of grant funding to develop and execute annual AchieveMpls scholarship selection process for MPS high school seniors.
- Ensure timely, high-quality execution of grant applications and grant reporting.

Qualifications and Experience

Required:

- At least five years demonstrated success in fundraising, including grant writing, strategic relationship building and the cultivation and solicitation of corporate, foundation or individual gifts.
- Strong interpersonal skills with the ability to build relationships with public, private, nonprofit and philanthropic communities.
- Excellent written and verbal communication skills.
- Exceptional attention to detail and the ability to work across various teams.
- Ability to coordinate and produce timely and accurate reports for funders.
- Ability to develop and monitor budgets and prepare fund development reports.
- Ability to work with multiple priorities and manage people and projects effectively.
- Ability to work well with people with diverse backgrounds and experiences.
- Commitment to AchieveMpls [mission, vision and values](#).
- Bachelor's degree required.

Preferred:

- Knowledge of public education funding and policies.

Compensation and Benefits

- \$66,000-72,000 starting salary, depending on experience, with opportunity for compensation increases based on an annual performance review and to reflect pay parity across the organization.
- Full-time, exempt position.
- 18 days of paid time off (PTO) (with increases based on length of employment), 15-18 paid holidays including four floating holidays.
- Other benefits include medical, HSA option, dental, vision, life insurance and annual professional development funds.
- We offer a flexible schedule that includes partial remote work (as we transition from remote work to a hybrid work environment).

To Apply

Applications are welcomed from a broad range of applicants. Send letter of interest and resume to HR@achievempls.org. Priority will be given to applications received by October 1. Position open until filled.

AchieveMpls is an Equal Employment Opportunity Employer

Our Commitment to Equity

AchieveMpls is committed to hiring talented individuals who are passionate about our mission and represent the diverse identities of the communities we serve. We acknowledge and honor the fundamental value and dignity of all persons. Our hiring decisions are guided by our equity values: embracing differences—race, culture, religion, ability, gender, gender expression, sexual orientation and class—eliminating racism and other forms of bias and creating an inclusive workplace where all employees feel valued, heard and respected.