Northeast Valley Health Corporation is a federally funded non-profit community health center operating 14 Joint Commission accredited licensed primary care health centers. NEVHC is one of the largest health centers in the USA.

Northeast Valley Health Corporation is hiring full-time a Development Manager.

The mission of Northeast Valley Health Corporation is to provide quality, safe and comprehensive healthcare to the medically underserved residents of Los Angeles County, particularly in the San Fernando and Santa Clarita Valleys, in a manner that is sensitive to the economic, social, cultural and linguistic needs of the community.

Description:

Under the direction of the Director of Development, the Development Manager is responsible for planning, implementing and managing fundraising projects including the development of strategies/budgets and goal setting. Supervisory experience required.

Qualifications:

1. Bachelor’s degree and 3-5 years of fundraising experience, including managing fundraising programs, special events, annual appeals and special projects.
2. Experience in coordinating and overseeing assigned fundraising programs and events to ensure that fundraising targets are met.
3. Proficiency in the cultivation, solicitation and stewardship of donors and prospects. Ability to interface and network with all donors and prospects in an effort to promote Northeast Valley Health Corporation.
4. Experience in managing the maintenance of the organization’s fundraising database and overseeing list segmentation for fundraising mailings and event invitations.
5. Demonstrated supervisory skills sufficient to supervise from 1 to 2 employees.
6. Ability to be flexible and work in a changing environment which may include evenings and weekends, as needed.
7. Fluency in English (speaks, read and write).
8. Fluency in Spanish (speaks, translate, read and write) is preferred.
9. Current California driver’s license, appropriate insurance coverage and a driving record acceptable to the NEVHC’s insurance carrier (if required to drive on the job).
10. Sensitivity to the different cultures represented among members and staff.

Northeast Valley Health Corporation provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Northeast Valley Health Corporation complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities.

For more information or to apply, please visit us at https://www.nevhc.org/careers/job-listings.html