The Purpose of Covenant House is to serve young people age 16–21 who are at-risk of or experiencing homelessness and provide a life-affirming bridge from homelessness to hope through unconditional love and an open-door to safe housing and supportive services.

For more than four decades, Covenant House International (CHI) has helped more than 1.5 million children and youth transform their lives across North and Central America. Opening with an initial drop-in center in New York City in 1972, Covenant House is now a movement: the largest charity in the Americas dedicated to helping children and youth find safety, shelter, and opportunity, reaching nearly 80,000 youth in 31 cities in six countries annually. In addition to food, shelter, and clothing, Covenant House International network programs offer street outreach, medical care, education and job-readiness programs, workforce development, substance-abuse treatment and prevention, civil legal aid services, anti-trafficking programs, mother/child programs, supportive apartment programs, and life-skills training, in accordance with the needs of the local communities in which it serves.

Covenant House Missouri (CHMO) began as a small outreach program in St. Louis, and within a year the program expanded to a community service center. In June 2001, Covenant House Missouri was formally established when it opened its Transitional Living Program Village. In 2008, CHMO consolidated all of the St. Louis service sites into one building on North Kingshighway Boulevard. Today, with a $3.6 million budget, this site houses 30 crisis and transitional living beds, with significant room for growth, and an array of supportive services, and administrative offices.

Covenant House International is an affiliated network of individual sites bound together through mission, purpose and governance. As part of a network model, CHI provides support and services to each of the sites including a common outcomes management system, a network-wide fiscal management system, tools and training for CH staff, and annual gatherings of the Executive Directors, National Directors and Board Chairs.
The Opportunity: Advancement Director

Covenant House Missouri seeks a dynamic, proven development professional to lead its fundraising programs, with an eye towards revenue growth and diversification. The Advancement Director will have the opportunity to be a change-maker for the organization, using both vision and strategy to propel the philanthropy of the organization forward.

Working with the new Executive Director and the Board of Directors, the successful candidate will create a strong strategy that will result in significant growth over the next 3–5 years. Building strong relationships will be integral to the success of the Advancement Director. Currently, the Advancement Director oversees the work of up to four professionals in development, volunteer management and communications.
Performance Objectives

Leadership and Fundraising Management

- Working closely with the leadership team, determine annual fundraising goals and develop an integrated short- and long-term plan for the development team. This includes the identification and expansion of fundraising opportunities such as governmental, major gifts, planned giving, foundations, corporate support and online giving.
- Act as the leader, coach, mentor and manager for a staff of up to four development and communications professionals. Work with staff to set goals and monitor progress toward goals.
- Assess the appropriate time, method and solicitor to best achieve fundraising success and meet donor intent. Act as solicitor and manage moves for other solicitors, including the Executive Director and Board members, by preparing briefing reports.
- Provide guidance and oversight in the preparation of grant proposals and other fundraising materials.
- Manage all organizational written and electronic appeals and website giving strategy. Assess efficacy of current appeals and make changes for highest level of impact.
- Engage and lead other Covenant House staff in fundraising processes including ambassadorship, appeals, program stories and event management.
- Oversee the execution of all fundraising events. Current events include an annual gala and two annual Sleepout events—one for executives and one for young professionals.
- Represent CHMO in all matters related to development and philanthropy with CHI, ensuring all reports and information are appropriately shared.

Donor Relations and Prospect Research

- Build and continually enhance an effective donor base and pipeline, including prospect identification, solicitation and stewardship processes. Ensure donors are assigned to the appropriate staff or board leader.
- Nurture partnerships and relationships with current and prospective donors through donor recognition programs and stewardship. Cultivate long-term relationships to ensure continued support, engagement and involvement.
- Maintain a personal portfolio of 30-50 donors and conduct face-to-face meetings to discuss philanthropic goals and how those goals align with the work of Covenant House Missouri.
- Serve as an articulate and passionate spokesperson for Covenant House Missouri, and as a prominent face of fundraising throughout the organization and in the community.
- In collaboration with the ED and Donor Relations Officer, maintain a current prospect list, actively adding and removing as appropriate.
Performance Objectives

Board and Volunteer Relations

- Establish and maintain a strong relationship with the Board of Directors and all committees and advisory boards.
- Assist the Executive Director with Board development efforts, including ongoing identification of prospective members and partner/funders.
- Coordinate and support the fundraising continuum efforts of the Executive Director, Board, and committees. Provide any donor research and case statements needed for successful solicitations.
- Establish strong volunteer relationships within the community as it relates to participation in the two annual Sleepouts, as well as garnering additional support in the community.
- Work with and provide training and support for the Board and senior leadership team to increase fundraising activity, foster an overall culture of philanthropy, and solicit and close gifts.
- Staff the Development Committee of the Board of Directors. Prepare all reports and materials for committee meetings. Provide training as needed to committee.

Development Operations and Administration

- In collaboration with development staff, ensure all donor files are maintained in the current database (DonorPerfect) including call notes, correspondence, gift acknowledgements, etc. Track all donor work in established systems and use data to effectively design and monitor development strategy, moves and goals.
- Ensure a solid stewardship and acknowledgment process is in place and effective.
- Ensure all gift acceptance policies are written, reviewed and updated annually.
- In collaboration with accounting staff, ensure all gifts are represented and reconciled in the financial management system as needed.
- Prepare fundraising financial reports and dashboards as needed, including progress toward financial goals, revenue and expenses related to fundraising.
- Oversee CHMO’s social media presence. Create and implement a plan that maximizes the use of social media.
The Qualified Candidate

Covenant House Missouri seeks a dynamic, strategic, and externally-focused Advancement Director, a forward thinking and experienced development professional who will propel the philanthropic aspect of the movement forward to fully fund mission and programming. The successful candidate will have experience in creating and implementing a diversified fundraising program that includes government, individual, corporate and foundation donors, as well as large-scale events. The ideal Advancement Director will be a self-starter who is passionate about youth services and understands development work from strategy to basics.

Specific Requirements Include:

- Passion for the mission of Covenant House Missouri and the people it serves.
- A minimum of five years of progressive fundraising and development experience, preferably with at least three years managing a team of professional fundraising and/or volunteer management staff.
- Proven ability to build solid, trusting relationships with donors in all facets of the donor continuum, including government, individual, corporate and foundation donors.
- Demonstrated experience in closing gifts of five-figures and above.
- Deep knowledge of the St. Louis area philanthropic landscape is highly preferred.
- Excellent verbal and non-verbal communication skills.
- Demonstrated ability to set and achieve or exceed goals.
- General knowledge of fundraising software, with proficiency in DonorPerfect preferred.
- Career track record that shows stability with an organization and a capacity to develop and nurture relationships that culminate in major gift success.
- Bachelor’s degree required; CFRE or advanced degree preferred.

This position offers a competitive salary with strong benefits. All inquiries will be held in strict confidence.

CHMO supports and fosters employment from under-represented communities. We strongly encourage qualified candidates from immigrant communities and communities of color, LGBTQ or other under-represented communities to apply. CHMO is an Equal Employment Opportunity employer. Program and employment policies of CHMO are nondiscriminatory in regard to race, color, gender identity, religion, age, national origin, disability, veteran status or sexual orientation.

Candidates may apply by clicking the APPLY NOW button below.

To assure confidential tracking of all applicants, no applications will be accepted via email. ALL INQUIRIES WILL BE HELD IN STRICT CONFIDENCE.

This search is being managed by Heather Eddy, President/CEO, and Sue Bultman, Senior Consultant, of Alford Executive Search. Questions may be addressed to sbultman@kees2success.com.

Alford Executive Search, a division of KEES, is a retained search firm that builds transformative teams and leaders in the nonprofit and public sectors. For more information, please visit www.alfordexecutivesearch.com

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More about Covenant House Missouri

Covenant House Missouri reached over 7000 youth in the St. Louis area in FY 2017, including 500 young people through its street outreach program, crisis and transitional beds. In addition, CHMO provided mental health services and therapy, physical health care, workforce development and education to youth in the community through onsite services or other partnerships.

CHMO developed a three-year Strategic Plan (FY 2015–2017) with the support of its Board of Directors, volunteers, staff and the youth, identifying plans to expand mental health services and realign its programmatic model of care to better meet the needs of the youth of St. Louis. The Strategic Plan led to a number of significant changes within the organization, including conducting a study looking at best practices related to staffing practices utilizing case managers teamed with clinical/program coordination, shifting to a more robust Trauma Informed practice model and expanding its educational services onsite. In 2016-2017, CHMO operated a Big Picture Learning High School to serve both young people from both the community and CHMO residential programs. Big Picture is a highly regarded national and international school model initially seeded through the Bill and Melinda Gates Foundation in 2001. While this service is not currently offered onsite, CHMO is exploring partnerships to bring back this model of onsite education during the FY 2019–2020 period.

CHMO was a participant in Covenant House International’s research initiative, in partnership with Loyola University in New Orleans and The University of Pennsylvania Fels Center, studying the prevalence of human trafficking experiences among youth served by the Covenant House movement. At CHMO, close to 20% of all young people shared being victim to some form of human trafficking – either labor or sex. Combatting human trafficking and providing critical services and supports to our youth survivors is a key drive for the entire Covenant House movement and CHMO will be playing a critical role in that effort.

Covenant House Missouri, along with all Covenant House sites, maintain a welcoming and open environment for all youth seeking shelter and support. Covenant House International partnered with the True Colors Fund, a national leader in addressing youth homelessness among youth who identify as LGBTQ, to conduct an assessment of all U.S. and Canadian sites to ensure our practices and policies were aligned to be youth-friendly for all youth. CHMO, as a participant, has led the way in aligning its practices and policies reflect the CHI value of unconditional love for all young people it serves, including LGBTQ youth.