

Join a Mission-Driven Team That Changes Lives!

Development Specialist (Part-Time)

Location: Hope's Promise Office - Castle Rock, CO (On-site, with flexible working hours)

Schedule: 20 hours per week | Monday–Friday (within 8:30 a.m.–4:30 p.m. Mountain Time)

About Hope's Promise

At Hope's Promise, we believe every child deserves a safe, nurturing family where they can thrive. Rooted in Christian values, we are a family-centered nonprofit providing **foster care, adoption services, and global orphan care**.

Through dedicated support and heartfelt care, we work locally and globally to build brighter futures — one child, one family at a time.

About the Opportunity

We are seeking a mission-aligned, results-driven **Development Specialist** to help lead and grow our fundraising efforts. In this new and vital role, you'll collaborate with leadership to design and implement donor engagement strategies, manage fundraising campaigns, and build relationships that fuel our impact.

This is an exciting opportunity for a self-starter who is energized by donor relationships, values meaningful work, and thrives in a flexible, supportive, faith-based nonprofit environment.

This position offers flexibility within our business hours to help you balance your personal and professional life, while also providing a unique opportunity to advance your nonprofit fundraising skills within a supportive and mission-driven environment.

What You'll Be Doing:

- Develop and implement a comprehensive annual fundraising strategy aligned with organizational goals.
- Cultivate, steward, and solicit gifts from a diverse portfolio of individual donors, foundations, and corporate partners.
- Leverage data and insights from our Donor Perfect CRM to drive donor segmentation, communications, and follow-up strategies.
- Research and identify prospective donors through networking, database mining, and digital tools.
- Write compelling donor communications, including appeals, thank-you letters, and updates.

- Partner with the Events & Marketing Director to co-plan fundraising events and donor engagement initiatives.
 - Track, analyze, and report key fundraising metrics and donor engagement outcomes.
 - Represent Hope's Promise at community and church events to build awareness and relationships.
 - Ensure compliance with ethical fundraising standards and donor confidentiality.
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What We're Looking For:

- Bachelor's degree and at least 3 years of successful, direct nonprofit fundraising experience, preferably in a comparable or larger sized organization.
 - Proven ability to secure gifts and meet fundraising targets through effective relationship-building and stewardship.
 - Strong writing and communication skills with a talent for storytelling and donor engagement.
 - Proficiency with Donor Perfect or similar CRM systems; data-savvy with attention to detail.
 - Highly organized, self-motivated, and comfortable working both independently and collaboratively.
 - Willingness to occasionally work evenings or weekends for events.
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Why Join Hope's Promise?

- Be part of a compassionate, mission-driven team that changes lives every day.
 - Enjoy flexible work hours within a supportive, family-oriented environment.
 - Grow professionally while contributing to a cause that changes lives.
 - Use your talents to help vulnerable children and families thrive.
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Apply today and join a team where your work truly makes a difference.