Northwest Immigrant Rights Project (NWIRP) is a trusted provider of direct legal services and immigration-related community education for immigrant communities. NWIRP also challenges unjust policies through high-impact lawsuits and advocates for laws and policies that respect the rights of immigrants. More than 10,000 people from over 145 countries are supported by NWIRP each year, through four offices in Washington State.

NWIRP is currently one of the largest immigrant rights organizations in the United States. Its work is nationally recognized and regularly featured in media across the country. You can learn more about the impact of our programs and work by reading through our 2019 Impact Report.

THE OPPORTUNITY

Northwest Immigrant Rights Project seeks a dynamic and seasoned Development Director, looking to work at the intersection between human rights and the existing U.S. legal system. NWIRP boasts a working environment filled with inspiring work and incredible colleagues. And during a time when NWIRP is experiencing heightened visibility and substantial growth, this position can envision our movement’s potential and help shape the way forward.

NWIRP’s Development Director is supervisor to a highly-functioning and truly collaborative team of four to six, and while NWIRP projects a total revenue of $14.5 million per year, NWIRP’s development department is responsible for raising ~30% of that revenue.

What is it like to work at NWIRP?

“At NWIRP, I have the support and potential for growth I had not seen available anywhere else. I am able to develop professionally and personally. I am supported to develop legal and soft skills. Working with clients, with a trauma-informed approach and following NWIRP’s values is important to our work. I have made long-lasting friendships with my colleagues. I can't imagine working anywhere else.”

– Malou Chavez
Deputy Director, 10+ years
Northwest Immigrant Rights Project is on the frontlines of protecting and defending immigrant rights. Due to the political landscape and its impact on immigrant rights, NWIRP is experiencing heightened visibility and a dramatic increase in the need for client services, as well as substantial financial growth.

NWIRP seeks a dynamic, highly-collaborative and seasoned Development Director to harness this moment and use their passion and talents to build a more just world. The right candidate is deeply values-based and highly relational. NWIRP strongly encourages candidates that have lived or adjacent experience to that of our served community to join our largely POC/immigrant leadership team.

The Development Director will lead NWIRP's largely self-managed development department during one of the most dynamic times in the organization's history. Specific goals include oversight of a robust annual fund and event plan; mobilizing the Board of Directors, and managing and mentoring a growing and talented team of development staff. NWIRP brings its core values of fairness, self-determination, and inclusion into all aspects of its work, and seeks an individual who is interested in the continued pursuit of community-centric fundraising practices.

**COMMITMENT TO DIVERSITY**

We strongly encourage applications from individuals who identify as Black, Indigenous, People of Color (BIPOC), immigrants (including people who were formerly detained, undocumented, or who have navigated the immigration legal system), women, people with disabilities, people who are gender expansive, members of the LGBTQ+ community, and individuals with diverse cultural backgrounds and language abilities. Northwest Immigrant Rights Project is an equal opportunity employer committed to having a diverse staff, board, and volunteer base reflective of the communities we serve and that enhances our ability to create a vibrant environment where all members of the NWIRP community thrive.

NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability. Excepting any undue hardship, NWIRP will provide reasonable accommodations upon request for candidates taking part in all aspects of the selection process.

Please contact NWIRP's HR Director, guadalupe@nwirp.org to request an accommodation.

**What is the best thing about NWIRP as a staff/culture/organization?**

“For me, it's the sense of shared purpose (being part of something bigger than oneself). We've always had a good sense of camaraderie, and that has helped us through the very tough times, such as the last four years.”

— Jenny Mashek

VAWA Directing Attorney, 13 years
What was your original inspiration for working at NWIRP?

“When I first arrived in Seattle, NWIRP was one of the first organizations that I set my eyes on. At that time, I was doing direct client service work, but I knew that I wanted to work in an organization that had a commitment to working with the undocumented community, because of my personal lived experience. As my career shifted to HR, I kept building my knowledge in hopes that one day I would align my career with my passion for this mission. I got that opportunity last year and so far, it has been one of the most rewarding experiences of my career.”

– Guadalupe Ramirez
HR Director, 1 year
Development Director

IDEAL SKILLS AND QUALIFICATIONS

- Must be able to articulate your own personal passion for the social justice mission and values of NWIRP. Candidates with a personal connection to immigrant rights are strongly encouraged to apply.
- Ethical approach to fundraising including utilization of community centric fundraising principles.
- Demonstrated experience growing a major gifts program and soliciting major gifts, face-to-face at $50K level or higher.
- A minimum of 5 years of non-profit fund development experience with director-level experience, preferred.
- Strong appetite for finding creative strategies to generate compelling individual donor and community engagement.
- Strong leadership skills in a cross-cultural environment. Ability to work effectively and collaboratively with internal and external stakeholders, staff, and counsel from a diverse range of communities across the state.

Experience:
- working closely with a Board of Directors and mobilizing them in their role in donor relations and leveraging their strengths and their networks.
- fundraising in a campaign setting or leading a major growth campaign.
- crafting and implementing organizational communications strategies in a collaborative environment.
- overseeing budgets and tracking outcomes for success.
- leading, inspiring, and supervising staff and board members.

What is it like to work in Development at NWIRP?

“As a former development director, including at two partner organizations in the movement for immigrant rights, it’s truly been the highest honor of my life to work at NWIRP. The greatest joy, however, has to be having the opportunity to do this meaningful work while in such authentic partnership with such a genuinely collaborative development team that has such great experience and creativity.”

– Rus Batten
Philanthropy Officer
THE COMMUNITY

NWIRP’s central office is located in Seattle, Washington - the state’s largest city, nestled between Lake Washington, Lake Union and the Puget Sound as well as the Cascade and Olympic Mountain ranges. The area is surrounded by water, mountains and evergreen forests - containing thousands of acres of parkland. Whatever the time of year, Seattle is a short drive from some of the Northwest’s most beautiful outdoor experiences. From gorgeous hiking spots open year round, to winter snow shoeing, skiing or snowboarding to summer’s many water sports and incredible camping, Seattle is in the middle of nature’s playground.

The Pioneer Square historical district houses NWIRP’s central office. Known for its art galleries, quirky boutiques, and cafes and restaurants - in non-COVID times, Pioneer Square is centrally located making it easy to travel through and close to many delicious restaurants and wonderful attractions. Seattle is home to a thriving and engaged non-profit and philanthropic community, and is an optimal place to live and work.

HOW TO APPLY

Please apply online by submitting your cover letter and resume in a single PDF document via email to developmentdirectorsearch@nwirp.org. In your cover letter, please describe how your professional or lived experience will contribute to our Mission and Values through this role.

Questions may be directed to Guadalupe Ramirez, NWIRP’s Human Resources Director. Contact her by email at guadalupe@nwirp.org, or by phone at (206) 957-8646.

All applications will be held confidential within the hiring team and given consideration as soon as they are received. We will prioritize applications submitted by April 18, 2021. The position will be open until filled.

“We all bring passion to the work, someone we know (many of us directly) has been impacted by the U.S. immigration system. We have an open door policy. We tell our own stories and use them to work hard for the clients we serve.”

– Malou Chavez
Deputy Director, 10+ years
While NWIRP projects a total revenue of $14.5 million per year, NWIRP’s development department is responsible for raising ~30% of that revenue. The Development Director will focus on individual and business contributions, comprising approximately $3.2 million or 25% of its budget.

**2021 Budgeted Revenue Sources**

- **Individual & Business Contribution**: $3,200,000 (25.0%)
- **Legal Foundation of Washington**: $1,875,500 (11.9%)
- **Government – State/Local**: $1,128,366 (24.5%)
- **Northwest Immigrant Rights Project (NWIRP)**: $876,493 (7.4%)
- **Fellowships**: $640,000 (6.3%)
- **Attorneys – Fees & Honoraria**: $450,000 (7.3%)
- **Special Events**: $119,000 (7.4%)

---

**Retention**

Donors who gave in 2020 and 2019

**Acquisition**

Donors giving their first gift, or giving again after 5 years, in 2020

**Recapture**

Donors who gave in 2020 and sometime during 2016-2018

---

**Retention Rate**

- 2021 Retention: 10.33%
- 2020 Retention: 39.98%
- 2019 Retention: 14.1%