**Development Manager**
*Operation Warm/Firefighters Coats for Kids Foundation*  
Chester County, PA

**Company:** Operation Warm, Inc. is a 15-year-old, national non-profit that provides brand new winter coats to disadvantaged children throughout the United States. Operation Warm is unique in its belief that a brand new coat is important to a child’s self-esteem, well-being and ability to attend school during winter’s coldest months. Currently distributing coats to wonderful children in 41 states, Operation Warm collaborates with community partners to distribute coats to the children that need them most. Operation Warm is a fun, flexible, creative place to work, and is looking to further develop the development team.

**Job Description:** The Development Manager is a key role in helping Firefighters Coats for Kids Foundation (a division of Operation Warm) grow and scale to become one of Operation Warm’s premier programs. The incumbent will lead development efforts related to FFCFKF. Incumbent will work both independently and on a team and will have overall responsibility for developing and delivering our fundraising strategies relative to the program. The role sits within the Development team, and is line-managed by the Executive Director of Operation Warm. Incumbent will work closely with the Executive Director and all members of the Operation Warm staff.

Your main responsibilities will be:
- Developing fundraising strategies
- Raising revenue and coordinating fundraising and reporting
- Managing strong strategic relations with Donors

**Requirements and Qualifications:** Qualified candidates will be self-starters, relationship oriented, motivated, goal oriented. You will have a bachelor’s degree and will have a minimum of 2 years of experience in sales or development related roles. You will have demonstrated strong skills in leadership, sales, time management, verbal/written communication and will be willing to travel, and maintain a flexible schedule.

**How To Apply:** Resumes should be submitted by e-mail with cover letter and salary requirements to marina@operationwarm.com no later than March 15, 2013. Applicants will not be considered without resume, salary requirement and cover letter.