



Development Director

Reports to: Executive Director

Employment Status: Full-Time, Exempt

Location: Wilmington, NC

About First Tee - Greater Wilmington

First Tee – Greater Wilmington empowers young people to build strength of character through the game of golf. By combining mentorship, life skills, and meaningful relationships, we help kids grow into confident, resilient leaders – on and off the course.

Serving more than 1,400 youth annually across community centers and our home facility, we are entering an exciting new chapter of growth and community impact. We're seeking a relationship-driven Development Director to help expand the resources and partnerships that make this work possible.

Position Summary

The Development Director is a key member of the leadership team responsible for growing the relationships, revenue, and community support that fuel First Tee – Greater Wilmington's mission.

This role leads fundraising strategy, sponsorships, events, grants, and donor engagement efforts while serving as a visible ambassador for the organization throughout the Wilmington community. The ideal candidate is both strategic and hands-on – someone who loves building relationships, sharing stories of impact, and rolling up their sleeves to help events and campaigns succeed.

Key Responsibilities

Community Engagement & Fundraising Leadership

- Develop and execute an annual community impact and fundraising plan alongside the Executive Director



- Grow revenue through individual donors, sponsors, grants, and special events
- Manage a portfolio of donors and partners through cultivation, solicitation, and stewardship
- Tell the First Tee story in a compelling, mission-centered way that inspires support

Partnerships & Sponsorships

- Build and steward relationships with corporations, local businesses, foundations, and community partners
- Secure event sponsorships, in-kind support, and annual anchor support
- Identify new partnership opportunities that expand visibility and impact
- Serve as a visible representative of First Tee at community and networking events

Events & Campaigns

- Lead planning and execution of fundraising events including Tee Up for Success, Taste of Golf, and other initiatives
- Support sponsorship strategy, auction procurement, and donor engagement efforts
- Assist with digital campaigns and annual appeals

Donor Experience & Operations

- Oversee donor database management (Bloomerang)
- Track gifts, maintain accurate records, and generate reports
- Ensure timely acknowledgements and thoughtful stewardship
- Support grant submissions, reports, and impact tracking
- Manage development budgets and revenue forecasting

Leadership & Collaboration

- Serve as a strategic partner to the Executive Director
- Work closely with Board members and fundraising committees



- Collaborate across program and operations teams to align storytelling and impact
- Share best practices with other First Tee chapters and headquarters

Qualifications

Required

- Bachelor's degree or equivalent experience
- 2-4+ years of nonprofit fundraising experience, partnerships, or community engagement experience
- Demonstrated success building relationships and securing sponsorships and donations
- Strong communication and storytelling skills
- Highly organized with strong attention to detail
- Comfortable working both independently and collaboratively
- Experience with CRM/database systems
- Passion for youth development and the First Tee mission

Preferred

- Experience with youth serving organizations or education nonprofits
- Event planning or sponsorship sales experience
- Familiarity with digital fundraising or marketing tools
- Experience working with volunteers or boards

Additional Requirements

- Occasional evenings and weekends for events
- Local travel for meetings and outreach
- Background check and SafeSport training required

Salary Range

\$40,000-\$45,000 (commensurate with experience)



Performance Incentive: because this role directly supports the growth and sustainability of First Tee – Greater Wilmington, the Development Director is eligible for a performance-based incentive up to \$10,000 annually.

Benefits may include:

- Paid time off and holidays
- Flexible schedule, work from home options
- Professional development opportunities
- Health & Dental Stipend
- Phone Stipend

How to Apply

Please submit:

- Resume
- Responses to the following short answer questions (150–250 words each):
 - Why are you interested in the First Tee – Greater Wilmington’s mission?
 - Share a short example of a donor or sponsor outreach message you’ve written (email, appeal, or pitch).
 - If hired, what would your first 90 days focus on?

Email to Brittany Zachrich, Executive Director, at
brittany@thefirstteegreaterwilmington.org

Equal Employment Opportunity Statement: First Tee – Greater Wilmington is an equal opportunity employer, valuing diversity and inclusion. Our policy is to comply with all federal and/or state laws regarding equal employment opportunity as they relate to employees and applicants for employment. Accordingly, personnel decisions are made without regard to race, creed, color, religion, national origin, age, sex, disability, marital status, sexual preference or veteran status.