

TROSA<sup>®</sup>

POSITION ANNOUNCEMENT  
**CHIEF DEVELOPMENT OFFICER**  
**TROSA**

*TRIANGLE RESIDENTIAL OPTIONS FOR SUBSTANCE ABUSERS, INC.*  
DURHAM, NORTH CAROLINA



## **The Opportunity | TROSA (*Triangle Residential Options for Substance Abusers*)**

TROSA is an innovative, multi-year residential program that empowers people with substance use disorders to be productive, recovering individuals by providing comprehensive treatment, experiential vocational training, education, and continuing care. Their award-winning, peer-driven program provides free housing, meals, clothing, health services, vocational and life skills training, mentorship, counseling, and more. TROSA empowers men and women to rebuild their lives, reconnect with their families and reclaim their futures by providing a safe, supportive community that residents can call home.

TROSA serves more than 800 residents annually, providing more than 140,000 days of free, safe, stable housing. Last fiscal year, 99% of TROSA graduates secured employment upon completion of their program. Approximately half of TROSA's annual support is earned revenue from donated goods and services, and from its social enterprises that include moving and storage, lawn care, thrift store, and Christmas tree lots. Grants and allocations from state and local government, grants from foundations, and private gifts make up the remaining annual financial support.

Formed in 1994, TROSA's main campus is located in Durham, North Carolina, with multiple locations providing residential and program services for its residents and graduates. TROSA's first facility in Winston-Salem will open by early 2023.

## **The Community | *Durham, NC & The Triangle***

Durham, NC is among the fastest growing and most exciting cities in the country. Once known for its booming tobacco production, Durham has transformed itself into an up and coming city with numerous awarded restaurants and an ever-growing tech scene. It is the fourth largest city in North Carolina and part of the Research Triangle Region. The city is also home to many doctors and medical researchers as it's evolved into a global center for medicine; it is sometimes referred to as the "City of Medicine". Durham is home to several recognized institutions of higher education, most notably Duke University and North Carolina Central University. Durham is regarded as a great place to live and is often described as a cool city with a beautiful historic downtown and youthful vibe by locals and tourists alike. The moderate climate allows residence the opportunity to enjoy year round the abundance of outdoor activities the city has to offer.



## **Position and Leadership Statement | *Chief Development Officer***

The Chief Development Officer (CDO) is responsible for providing strategy and overall leadership for TROSA's development and fundraising activities. This position will have a concentrated focus on diversifying annual giving, building a major gifts program, and serving as TROSA's frontline fundraiser. The CDO will be a motivated, compassionate, experienced leader who works with the development staff, TROSA leadership team, and TROSA Board of Directors to increase overall support for TROSA's general operating needs and special capital initiatives.

### **Essential Duties and Responsibilities**

- Oversee all aspects of development for TROSA, including management of development staff
- Set strategic direction for development/fundraising and guide staff in execution of plans
- Establish department goals, budget, and strategies annually in coordination with development team, President/CEO, COO, and CFO
- Cultivate and solicit gifts for TROSA in conjunction with other staff and with board members
- Serve as the "face" of TROSA in the community as an active frontline fundraiser
- Join the President/CEO, TROSA executive team, and Board members for meetings with prospective major donors, foundation officers and other prospects
- Lead onsite tours for major prospects and supporters
- Work closely with the Board's development committee and other leaders on the Board to facilitate Board members' fundraising efforts on behalf of TROSA
- Connect TROSA to appropriate private foundations and help manage high-level relationships with their staff
- Build and expand the donor base, with a focus on major donors and prospects
- Develop and coordinate planned giving
- Evaluate progress towards goals and provide periodic reports for TROSA leadership and Board
- Demonstrate positive social behaviors to help promote effective interpersonal communication/behavioral skills for TROSA residents
- Other special projects as assigned
- Maintain established TROSA standards and procedures and support all therapeutic community program initiatives

### **Requirements & Qualifications | *Knowledge, Skills, and Abilities***

- Experience and passion for donor-centric, frontline fundraising
- Experience building a major gifts program
- Experience managing and motivating staff
- Excellent organizational skills and attention to detail
- Experience in planning development programs
- Experience with creating and managing development budgets

- Ability to thrive in a fast-paced environment
- Proficiency with Microsoft Office applications as well as donor database software
- Self-starter with knowledge of current best practices and standards in philanthropy
- Ability to work as a “team player” with other TROSA department leads
- Ability to communicate effectively before a wide variety of audiences
- Ability to be resourceful and nimble as new opportunities present themselves
- Passion for rebuilding lives
- Experience with grassroots organizations or social enterprises desirable
- Willingness to learn and support TROSA’s treatment modalities and language around recovery
- Minimum of a bachelor’s degree
- Five years or more of development/fundraising experience

[Apply Here](#)

TROSA has retained Capital Development Services to assist with professional recruitment. Candidates should include **a cover letter, a resume, and a list of three references**. All material will be confidential. Additional inquiries may be directed to Jen Tozier at Capital Development Services, 336-747-0133 x 208.

