

Director of Foundation & Corporate Relations

Status: Full-Time, Exempt

Reports To: Chief Development Officer

Approved Date: June 2026

Comp Range: \$106,324 - \$125,088 (FY26 Rates)



**Northside
Achievement
Zone**

About the Northside Achievement Zone

The Northside Achievement Zone (NAZ) is building a culture of achievement in North Minneapolis so that all children graduate from high school prepared for college, career, and life. Through deep partnership with families, schools, nonprofits, and community organizations, NAZ is transforming outcomes for children and reimagining what is possible for an entire community.

We believe transformational change requires bold leadership, authentic relationships, and strategic investment. The Director of Foundation & Corporate Relations will play a critical role in advancing that vision by securing and stewarding the institutional partnerships that fuel NAZ's impact.

Position Summary

The Director of Foundation & Corporate Relations is a strategic relationship-builder, persuasive storyteller, and detail-oriented project manager who will help drive NAZ's institutional fundraising strategy. Reporting to the Chief Development Officer, this role is responsible for growing and sustaining partnerships with foundations, corporations, and government agencies that align with NAZ's mission and long-term goals.

This position leads the full institutional fundraising cycle—from prospect research and relationship strategy to proposal development, reporting, stewardship, and partnership engagement. The Director will work closely with executive leadership, program teams, finance staff, Board members, and external partners to secure transformative investments that advance educational equity and opportunity in North Minneapolis.

The ideal candidate is energized by mission-driven work, thrives in collaborative environments, and understands how to translate community impact into compelling funding opportunities.

Key Responsibilities

Institutional Fundraising Strategy & Relationship Management:

- Partner with the Chief Development Officer to establish and achieve ambitious annual fundraising goals from foundations, corporations, and government entities.
- Develop and manage a comprehensive annual grants and institutional fundraising calendar aligned with NAZ revenue goals.
- Cultivate and deepen relationships with institutional funders through strategic engagement and coordinated stewardship.

- Identify and pursue new funding opportunities that align with NAZ priorities and emerging community needs.
- Coordinate meaningful touchpoints between funders and NAZ leadership, including the CEO, COO, CDO, Board members, and program leaders.
- Lead preparation and strategy for funder site visits and high-level partnership meetings.

Grant Writing & Project Management:

- Serve as lead writer and project manager for grant proposals, reports, concept papers, budgets, and other institutional communications.
- Manage the full grant lifecycle, including prospecting, submission, tracking, compliance, and reporting.
- Supervise and coordinate the work of external grant-writing consultant(s).
- Collaborate with program and finance teams to gather data, outcomes, narratives, and budgets that support compelling proposals and reports.
- Lead collaborative grant opportunities involving partner organizations and cross-sector initiatives.

Strategic Collaboration & Organizational Alignment:

- Partner with program leadership to align funding opportunities with organizational priorities and programmatic growth.
- Maintain a strong understanding of NAZ's programs, partnerships, outcomes, and strategic direction.
- Lead sponsorship development efforts for NAZ fundraising events and special initiatives.
- Ensure accurate tracking of institutional relationships, deadlines, proposals, and stewardship activities within the donor database.
- Stay informed about philanthropic trends, funding landscapes, and emerging best practices in institutional giving.

Supervision

- May supervise assigned Development Team staff, consultants, interns, or contractors, providing leadership, coaching, performance support, and accountability to advance fundraising and partnership goals.

Qualifications

Required Experience & Skills:

- Bachelor's degree and at least 5 years of experience in nonprofit fundraising, institutional giving, grant writing, or related development work.
- Demonstrated success managing foundation, corporate, and/or government funding relationships.
- Experience with the full grant lifecycle, from prospect research through reporting and stewardship.
- Exceptional written, verbal, and presentation communication skills with the ability to craft compelling, persuasive narratives.
- Strong organizational and project management skills with the ability to manage multiple priorities and deadlines simultaneously.

- Ability to work independently while contributing collaboratively across teams and departments.
- Experience working with donor databases such as Salesforce, Raisers Edge, or Bloomerang and proficiency with Google suite of applications.
- High degree of professionalism, integrity, discretion, and accountability.

Preferred Qualities:

- Passion for educational equity, racial justice, and community-centered change.
- Ability to think strategically while executing with strong attention to detail.
- Confidence engaging senior leaders, funders, and community stakeholders.
- Curiosity, initiative, and a relationship-centered approach to fundraising.

Working Conditions

- Hybrid work environment with regular onsite work at the NAZ Main Office in North Minneapolis.
- Occasional evening and weekend work for events and funder engagement activities.
- Limited local, regional, and national travel may be required.
- Role includes regular use of office equipment and routine physical activity such as walking, sitting, bending, and lifting materials for meetings or events.

Why Join NAZ?

At NAZ, you will join a passionate, mission-driven team committed to creating generational change in North Minneapolis. This is an opportunity to help secure the partnerships and investments that make transformational community impact possible. Your work will directly contribute to ensuring more children and families have access to the opportunities they deserve.

NAZ is an equal opportunity employer and encourages candidates from diverse backgrounds and lived experiences to apply.