



Job Announcement:

Senior Development Associate

Location: Hybrid, San Francisco

Reports to: Chief of Staff

Position Overview

Are you a detail-oriented fundraising team member who thrives on the strategic work behind individual donor cultivation, from data analysis to donor engagement? KickStart International is seeking a Senior Development Associate to join our fundraising team in a hybrid work capacity. This position is essential to advancing KickStart's individual giving strategy, with responsibility for prospect research, donor cultivation and stewardship, managing our donor database and recurring giving program, and coordinating donor engagement activities. Reporting directly to the Chief of Staff, the Senior Development Associate will work collaboratively with colleagues across the organization to deepen relationships with individual supporters and attract new donors aligned with our mission.

About KickStart International

KickStart International, an award-winning nonprofit social enterprise with an ambitious mission to empower millions of smallholder farmers across sub-Saharan Africa to climb out of poverty. Our organization designs and distributes low cost irrigation tools and trains vulnerable smallholder farmers in profitable irrigated farming, enabling them to grow, harvest and sell high value crops year-round and to adapt to climate change. With our headquarters in Nairobi, Kenya, we work in 17 countries across sub-Saharan Africa and have empowered over 1.6 million people to take a major step out of poverty.

Key Responsibilities

- Conduct comprehensive prospect research to identify potential major and mid-level donors, building detailed biographical profiles and to inform cultivation strategies
- Support the Chief of Staff and CEO in cultivating and stewarding relationships with individual donors, including coordinating communications, scheduling meetings, and preparing briefing materials
- Manage and expand the Evergreen Circle, our recurring giving program, including donor acquisition, retention, and communications
- Support the Chief of Staff and CEO in planning and coordinating donor engagement activities and events such as house parties and donor trips to deepen relationships with current supporters and attract prospective donors
- Compose compelling and informative, customized emails to individual donors to further their commitment and engagement

- Ensure prompt and appropriate acknowledgment of all gifts, maintaining best practices in donor stewardship and recognition
- Maintain the integrity and accuracy of KickStart's donor database (Bloomerang) including data entry and generating reports for fundraising planning, goal-tracking, and analysis
- Provide support as required to the development team, leadership, and the Board of Directors including scheduling meetings, finalizing quarterly board reports, etc

Qualifications

- Minimum of 2-4 years of experience in nonprofit fundraising, with demonstrated success in individual giving, donor cultivation, or development operations
- Experience conducting prospect research and utilizing research tools to identify and assess donor capacity and interests
- Strong written communication skills with the ability to craft compelling donor-facing materials that inspire engagement and support
- Proficiency with donor database systems (Bloomerang or similar CRM platforms) and ability to generate reports and analyze fundraising data
- Excellent organizational skills with demonstrated ability to manage multiple projects simultaneously, prioritize effectively, and meet deadlines
- Strong interpersonal skills, including discretion, cultural competence, and ability to build relationships with diverse supporters
- Self-starter with entrepreneurial mindset who brings creative ideas and solutions to advance fundraising goals, including demonstrated ability leveraging AI and technology tools to increase efficiency and impact
- A passion for international development and making a difference in the lives of smallholder farmers in Africa
- Bachelor's degree in a relevant field; equivalent professional experience will be considered.

Compensation

- Salary: \$60k – \$70k, commensurate with experience
- Comprehensive benefits package including medical, pharmacy, and dental insurance

This is a full-time hybrid position based in San Francisco. The role offers flexibility to work remotely 3 days per week, with an expectation to work from our co-working space in San Francisco 1-2 days per week and attend in-person donor events in the Bay Area (with possible occasional travel elsewhere) as needed.

To Apply

To apply, please submit your resume and a cover letter to info@kickstart.org detailing your relevant experience and interest in the role.