Development Director

**Location**: Remote (Central Florida & Greater Los Angeles a plus)

**Employment Type:** Full-Time, Exempt

**Reports to:** Board Chair

Contact nicolle@bigbreakfoundation.org if you need accommodation or help completing the application, or otherwise participating in the selection process.

# About Big Break

Big Break Foundation is a 501(c)(3) nonprofit organization founded in 2020 with a mission to break down barriers and provide equitable access for individuals pursuing their first “big break” into the themed experience industry. This includes careers in theme parks, water parks, museums, immersive attractions, and other location-based experiences.

We are a passionate and growing team of 30+ volunteers, interns, and leaders committed to systemic change, industry equity, and tangible, people-centered outcomes.

# Role Overview

The Development Director will serve as the co-leader of Big Break Foundation alongside the [*Programs Director*](https://www.bigbreakfoundation.org/core-team/manager%2C-education-%26-strategy) and will be responsible for creating and executing the organization’s entire fundraising and development strategy.

Reporting directly to the Board Chair, this individual will be tasked with building a sustainable and scalable development program that includes donor engagement, fundraising campaigns, corporate partnerships and sponsorships, grant writing, compliance, and event-based fundraising.

This role is ideal for a dynamic, entrepreneurial professional with the ability to build systems, teams, and strategies with minimal initial infrastructure. The ideal candidate will also have a passion for—or direct experience within—the themed experience industry and be a champion of IDEA (Inclusion, Diversity, Equity, and Accessibility) principles.

# Responsibilities

## Fundraising & Development Strategy

* Design and implement a comprehensive, multi-year development plan aligned with the organization’s mission and goals.
* Identify, cultivate, solicit, and steward a portfolio of individual donors, corporate sponsors, and foundation funders.
* Develop annual fundraising campaigns, giving days, and legacy giving programs.
* Establish and manage donor databases, CRMs, reporting systems, and data hygiene protocols.

## Grants & Compliance

* Research, write, and manage grant proposals to foundation, government, and corporate funders.
* Ensure development activities comply with all state and federal charitable giving laws, including registrations and donor acknowledgments.
* Monitor and record all relevant details about a grant throughout its lifecycle.

## Events & Community Engagement

* Plan and lead donor cultivation events (virtual and in-person) that advance relationships and inspire giving.
* Represent Big Break Foundation at industry and community events to promote our mission and build new connections.
* Cultivate and maintain partnerships with other mission-driven organizations, including nonprofits and industry associations.

## Leadership & Team Building

* Partner with the Program Director to align funding opportunities with organizational programming and impact.
* Recruit and manage a team of development-focused volunteers and, eventually, additional staff.
* Report regularly to the Board Chair.
* Contribute to strategic planning as part of the senior leadership team.

# Qualifications

* Minimum of 5 years of experience in nonprofit fundraising, development, or equivalent role.
* Proven track record of securing significant gifts from individuals, corporations, and foundations.
* Strong grant writing experience with successful funding outcomes.
* Excellent communication and relationship-building skills.
* Highly self-directed with the ability to create systems, manage multiple priorities, and drive outcomes independently.
* Experience and comfort in building development infrastructure.
* Strong digital fluency (CRM tools, donor databases, Google Workspace, etc.).
* Familiarity with the themed experience industry (e.g., theme parks, museums, location-based entertainment) or a willingness to learn.
* Demonstrated commitment to IDEA (Inclusion, Diversity, Equity, and Accessibility) with the ability to speak authentically and compellingly about the importance of equitable access and opportunities.
* Authorized to Work in the US

# Work Environment

At Big Break, we welcome applicants who bring a diversity of experiences, perspectives, and skills to our team, and recognize that our differences make us stronger and better equipped to serve our industry and communities. We are committed to providing a safe and welcoming environment, where everyone can feel valued, supported, and empowered to succeed.

* This is a remote-first position, with a preference for candidates based in one of the major industry hubs (Central Florida, Greater Los Angeles). Candidates in other locations will be considered.
* A results-oriented environment with flexibility in how and when work gets done.
* Occasional evening or weekend work may be required to support events or meet critical deadlines.
* Travel may be required 1–3 times per year for donor events, conferences, or industry engagement.

# Compensation & Benefits

**Starting Salary**

$70,000

(Note: To ensure pay equity and consistency across similar roles, the salary for this position is fixed.)

**Benefits**

* **Flexible Scheduling**: Choose a schedule that works for your lifestyle—including flexible hours and compressed workweek options.
* **Floating Holidays**: Celebrate what's meaningful to you with flex/floating holidays.
* **Paid Time Off:** 25 days of paid time off annually, with rollover options.
* **Paid Compassionate Leave:** Time off when you need it most—for life’s unexpected or challenging moments.
* **Comprehensive Health Coverage:** Access to medical, dental, and vision insurance, with plans tailored to individual needs.

**Don’t meet every single requirement?** **Apply anyway.** Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. if you’re excited about this role but your experience doesn’t align perfectly with every qualification in the job description, we encourage you to apply anyway.

We're eager to meet people that believe in our mission and can contribute to our team in a variety of ways, not just candidates who check all the boxes.