



**STRATEGIC PARTNERSHIPS DIRECTOR
AVAILABLE IMMEDIATELY AND OPEN UNTIL FILLED**

Position Details: Strategic Partnerships Director

Location: Salt Lake City, Utah*

FLSA Status: full-time salary, exempt

Reports to: Development Director

**This position is in-person due to the collaborative nature of Spy Hop's work; remote candidates cannot be considered.*

Position Overview

Spy Hop is seeking a seasoned fundraising professional to join our dynamic development team in a newly created senior-level role. The **Strategic Partnerships Director** will focus on increasing individual and major gifts, cultivating new and existing corporate sponsorships, and leading integrated fundraising campaigns that strengthen donor engagement and grow revenue.

Reporting to the Development Director, this position is a key part of Spy Hop's fundraising strategy and will work closely with both internal teams and external stakeholders to ensure we meet our annual revenue goals. It is a highly collaborative and strategic role that contributes directly to the success of major initiatives and supports a culture of philanthropy across the organization.

The Strategic Partnerships Director will lead cross-functional fundraising projects such as Giving Tuesday, the Year-End Appeal, recurring donor programs (the Spy Hop CREW), and our signature Annual Benefit fundraising event. They will also play a lead role in donor segmentation and communications while identifying opportunities to cultivate deeper relationships with individual donors and business partners alike.

The ideal candidate combines high-level strategy with hands-on project management, is energized by teamwork, enjoys meeting and working with people in the community, and has a track record of successfully growing fundraising revenue through innovative, data-informed approaches. Responsibilities also include campaign reporting, donor tracking, PCI compliance, and ongoing evaluation of return on investment, strongly emphasizing collaboration, efficiency, and donor engagement.

Duties & Responsibilities

- Directs, tracks, and reports on the work of Spy Hop's annual giving through strategic efforts, outreach, analytics, and data-driven decisions. Builds a multi-channel approach to cultivation, solicitation, education, and stewardship that includes face-to-face, direct mail, email, text, social media, giving days, volunteers, events, matching gifts, digital campaigns, and writing compelling proposals as needed.
- Cross-functionally directs projects that include project members from diverse Spy Hop teams for fundraising events and campaigns, including the Annual Benefit, the End-of-Year Appeal, the recurring donor program (i.e., the CREW), and Giving Tuesday. Ensures campaign strategies are in place, directs the team in fulfilling and tracking tasks, reports results to leadership, and assesses ROI.
- Leads Spy Hop's signature Annual Benefit fundraising event planning and execution.
- Oversees and effectively directs fundraising efforts, creates new funding opportunities, extends the annual giving program to greater audiences, and maintains a donor stewardship program.
- Ensures campaigns and outreach efforts are appropriately segmented, timed, and coordinated with other campaigns and Spy Hop events and aligned with Spy Hop's brand and overall marketing and communication strategy.
- Utilizes multiple software programs, including Excel, Word, PowerPoint, Blackbaud Raiser's Edge database, Blackbaud Merchant Services.
- Ensures PCI compliance through fundraising efforts.
- Directs annual giving. Creates a culture of donor-centric care, encouragement, and accountability. Sets goals for fundraising efforts, efficient response, reporting, tracking, stewardship, accountability, and quality control. Coordinates with Spy Hop teams on the use of annual giving resources.
- Other duties as assigned may include supporting Spy Hop and Annual Giving priorities in engagement-focused events and seeking opportunities for professional development that will enhance job performance, including building networks within the business community and with colleagues at peer institutions.

Qualifications / Licenses / Certifications

- Bachelor's degree in Business, Communication, Public Relations, English, or a related field, or equivalency (2 years related work experience may be substituted for 1 year of education).
- Three to five years of experience in fundraising, marketing, sales, business, public relations, annual, corporate, or foundation giving, which includes two years of budgeting and supervisory experience.
- Demonstrated human relations and effective communication skills required.



Knowledge, Skills & Abilities

Knowledge:

- Best practices in annual giving and donor engagement.
- Fundraising principles, gift processing protocols, and PCI compliance.
- Diversity, equity, and inclusion in donor relations and community engagement.

Skills:

- Project management, including creating task lists and using tools like **Monday.com**.
- Strong writing and presentation skills; able to craft compelling proposals and appeals.
- Proficient in Excel (formulas, pivot tables), Word, PowerPoint, and database systems.

Abilities:

- Build and sustain meaningful relationships with donors, partners, and community members.
- Manage multiple projects with attention to detail and strategic oversight.
- Adapt and problem-solve in fast-paced, changing environments.
- Communicate with professionalism, empathy, and clarity across diverse audiences.

Compensation & Benefits

Salary: Commensurate with education and experience; salary range \$70,000 - \$80,000.

Optional tiered benefits package starts with 50% health, dental, and vision, 3% IRA match, 20 days PTO, 15 paid holidays, 7 days wellness/sick. Spy Hop is committed to its employees' professional growth and development and, as such, offers paid time off for employees to attend conferences, trainings, and other activities to support them in their positions.

Spy Hop is an equal opportunity employer committed to fostering a diverse and equitable environment in which all staff can excel regardless of race, ethnicity, age, faith, gender identity, sexual orientation, and ability. People of color, women, individuals with disabilities, and veterans are encouraged to apply.

How to Apply: No phone calls, please. Please email your resume, cover letter, one writing sample, and references to:

Email: awhite@spyhop.org
Spy Hop Productions
Attn: Adam White, Development Director
208 W. Harvey Milk Blvd.
Salt Lake City, Utah 84101



About Spy Hop: Spy Hop is a highly effective, nonprofit youth media arts and educational enrichment center founded in 1999 and located in downtown Salt Lake City. Our mission is to mentor young people in the digital media arts to help them find their voice, tell their stories, and be empowered to change their lives, communities, and the World. Spy Hop's programs occur in dynamic studio environments where young people of all backgrounds produce their own narratives and solutions to their challenges. Our afterschool and community programs in film, audio, design, and music are a model for youth development programs nationwide.

Our Commitment to Antiracism: We believe that anti-racism is the process of becoming aware of and acknowledging the impact of racial oppression within our current social, political, and institutional systems, while actively and intentionally working in community to replace those systems with pedagogies, policies, and practices that lead to collective liberation – the truth that none of us are free until all of us are free. As an antiracist organization, Spy Hop is committed to changing the systems of oppression that disproportionately impact many of our students and their communities. Spy Hop's antiracism practices are rooted in hope, action and accountability, and the belief that collective liberation is truly possible.

Our Culture: We celebrate a culture at Spy Hop that is a fun, dynamic, evolving ecosystem; one that nurtures the vibrant, creative, individuality of youth and staff by communicating openly, honoring our multiculturalism, and affirming our intergenerational wisdom in such a way that all participants within the ecosystem have the capacity to thrive.

Visit our website at spyhop.org for further information.