

# Development Consultant Job Description

## Introduction and Overview

Acceleraise is seeking Development Consultants who are deeply committed to advancing equity and supporting Black- and Brown-led nonprofits. This role is as demanding as it is rewarding, with a focus on fostering strong, trusting relationships with funders and partner clients. As a Development Consultant, you will serve as the lead strategist for a set of nonprofit partners, guiding them in securing the funding needed to fuel their missions. Amid an unprecedented retreat of racial equity-focused philanthropy, your work will be critical in helping these organizations navigate uncertainty, adapt to funding changes, and drive sustainable growth. You'll collaborate closely with your work group and report to the Vice President, creating impact through every project, meeting, and strategic initiative. This role goes beyond tasks and deliverables; it's about creating sustainable growth and meaningful impact that strengthens communities and supports transformative change.

## Role and Responsibilities

As a Development Consultant at Acceleraise, you'll be part of a collaborative consulting work group led by a Senior Consultant or VP. With support from a prospect researcher and grant writer, your work group will manage a dynamic portfolio of approximately 10 to 13 nonprofit partner clients. Partner clients typically engage with Acceleraise on 12-month contracts, with many continuing their work year after year.

In this role, you will collaborate in a work group on both strategy and deliverables for the clients in the portfolio. Your responsibilities will include:

- **Customizing strategies** to fit each partner's unique mission and goals, ensuring they're positioned for sustainable growth.
- **Raising essential funds** to support the financial sustainability, growth, and strategic goals of partner clients.

- **Facilitating meetings** with partner clients and funders to drive engagement and maintain momentum.
- **Tracking and monitoring progress** on fundraising initiatives, adjusting tactics as needed to stay aligned with best practices and partner needs.

Success in this role is measured by the quality, results, and impact you achieve for each partner client, with specific attention to the effectiveness of your strategies and partner satisfaction.

## A Week-in-the-Life of a Development Consultant

Meet Taylor, a Development Consultant who has been with Acceleraise for one year, helping nonprofits amplify their missions and navigate complex funding landscapes. As the lead consultant for several nonprofit clients, Taylor's week is shaped by each organization's unique needs and strategic goals.

On Monday, Taylor begins with a last-minute opportunity to pitch a major funder on behalf of a client in their portfolio—a youth mentorship nonprofit focused on career readiness. Coordinating with their work group, Taylor gathers insights, refines the presentation, and aligns the pitch with the funder's priorities. Later, Taylor leads a planning session with a local charter school, brainstorming ways to incorporate recent data on student engagement and academic outcomes into a multi-year grant strategy. Together, they outline actionable steps to secure funding for expanded after-school programs and additional resources for teachers.

Midweek, Taylor receives exciting news: another client's proposal just secured the largest grant in their organization's history. In a follow-up call, Taylor and the client reflect on the strategic approach they developed together, celebrating how this funding will allow the nonprofit to expand job training programs for underserved communities. Taylor then collaborates with the prospect researcher in their work group, identifying high-potential funders for an arts education nonprofit aiming to enhance creative opportunities for local youth. Later that night, Taylor logs in at 12AM to submit a grant proposal for another client. Their prospect research revealed that only the first 20 applications would be reviewed, so Taylor makes sure their client's proposal is among the first in line—a key step to ensure the application is competitive.

As the week wraps up, Taylor reviews each client's progress, updating grant timelines, identifying next steps, and coordinating with their work group to ensure seamless support. They prepare detailed notes for upcoming client meetings, outlining key

objectives to keep each nonprofit on track toward its goals. At Acceleraise, Taylor's role isn't just about completing tasks; it's about creating sustainable frameworks that empower nonprofits to secure the resources needed to thrive long-term.

## Experience

### Required Experience

The following experience is necessary to succeed in this role. Candidates without this experience will not be considered.

- Commitment to racial equity and Acceleraise's mission to develop, support, and sustain visionary Black and Brown-led nonprofit organizations. Experience supporting or fundraising for equity-focused initiatives.
- 3–5+ years of fund development experience.
- Extensive experience writing grant proposals and grant reports.
- Proven ability to build and maintain relationships with donors, funders, and community stakeholders.
- Experience managing multiple, complex projects involving diverse stakeholders, including those outside of direct reporting lines.
- Strong skills in “managing up,” effectively communicating progress and needs to leadership and key stakeholders.
- A demonstrable, measurable history of successfully raising money for nonprofit organizations.
- Familiarity with project management platforms (preferred but not required).

### Successful Candidate Qualities

Successful candidates can answer “Yes” to all of the following questions:

- Do you thrive on building relationships and connecting people to achieve shared goals?
- Are you frequently praised for your exceptional writing skills, with colleagues often seeking your guidance to improve their own work?
- Are you a tech-savvy professional who leverages tools, such as generative AI, to enhance the efficiency and quality in your work?
- Are you obsessed with quality and impact in your work? Are you committed to delivering top-quality, impactful results that leave stakeholders satisfied and engaged?
- Do you love coaching and teaching others about fundraising and development topics?

- Are you adaptable and dynamic, able to easily transition between high-level strategy and detailed execution?
- Are you deeply motivated to support Black and Brown visionary leaders in achieving their missions?
- Do you take initiative in solving problems and finding information, minimizing the need for others to step in, while building a solid foundation before seeking input?
- Do you balance taking initiative with knowing when to ask for help, approaching your work with curiosity and seeking clarification early to ensure alignment and understanding?

## Role Basics

**Work Location:** New Orleans, LA (applicants must be local to the New Orleans area or willing to relocate)

**Start Date:** January 2026

**Salary Range:** \$80,000 – \$100,000

### **Benefits:**

- Employer-paid medical, dental, and vision insurance
- Flexible spending account (FSA)
- Flexible work policy
- Short-term disability
- Long-term disability
- 401(k) plan with 3% employer contribution and 100% immediate employee vesting
- 8 weeks (40 days) of annual paid time off (Note that Acceleraise does not observe holidays; however, employees may utilize PTO as they see fit to observe the holidays of their choosing.)
- Up to 14 weeks unpaid leave of absence for family leave or emergency medical conditions (Employee benefits including medical, dental, and vision insurance, continue during a leave of absence)
- Annual professional development stipend

## About Acceleraise

At Acceleraise, we partner with visionary Black- and Brown-led nonprofits across sectors such as education, youth empowerment, and cultural preservation. Our mission is to drive meaningful, sustainable change by providing the fundraising expertise and strategic support these organizations need to grow and thrive. We're committed to navigating the complexities of today's philanthropic landscape, where funding priorities

are constantly evolving. Through customized strategies and relationship-driven consulting, we empower our partner clients to achieve sustainable growth, meet their communities' needs, and create lasting impact.

## How to Apply

Do you envision yourself thriving in this role? Send your resume to [hiring@acceleraisecorp.com](mailto:hiring@acceleraisecorp.com) along with a brief note (1500 characters max) describing why you would succeed in this role. We can't wait to meet you.

### **Equal Opportunity Employer Statement**

Acceleraiase is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, genetic information, or any other legally protected status in accordance with applicable federal, state, and local laws. We are committed to fostering an inclusive and equitable workplace where all employees and applicants are treated with respect and have equal opportunities to succeed.