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Development and Communications Senior Manager

About IR

International Rivers works to protect rivers and the rights of communities that depend on them. Working with an international network of dam-affected people, grassroots organizations, environmentalists, human rights advocates, we are committed to stopping destructive river projects and promoting sustainable water and energy options. International Rivers has expertise in energy and water policy, climate change, and international financial institutions. We support partner organizations and dam-affected people by providing advice, training, and technical assistance, and advocating on their behalf with governments, banks, companies, and international agencies.

International Rivers operates through a dynamic structure that integrates our regional programs alongside cross-cutting initiatives: Policy, Women and Rivers, and Permanent River Protections. This strategic framework allows us to address both location-specific challenges and global river conservation priorities simultaneously. We stand at a transformative moment in our organization's journey, energized by the addition of visionary new board members and the launch of a forward-thinking strategic plan that will guide our river protection efforts into the future.

The Opportunity

We seek a dynamic **Development and Communications Senior Manager** who thrives in entrepreneurial environments and can create and implement detailed annual plans, meet fundraising targets, and support organizational goals. The ideal candidate is an agile, creative and collaborative change manager with a genuine passion for our mission who is excited about fostering a culture of philanthropy across our global teams. This position offers a unique opportunity to build a best-practice fundraising and communication program, with a strong focus on foundation and individual giving, that will transform how we resource our vital work of protecting rivers and community rights.

Role Dimensions

- Status: Full time – 5 days per week
- Location: International Rivers is a remote organization with authorized hiring capabilities in the United States, Thailand, and South Africa. Candidates from other locations may be engaged as independent contractors, subject to local regulations.
- Reports to: Executive Director
- Reporting to this role: Development Associate, Senior Communications Associate

- Compensation: International Rivers offers competitive, market-aligned salaries that reflect our commitment to equity and transparency. Salary ranges for this role vary depending on location and qualifications. Compensation is benchmarked to local standards and aligned with our global compensation framework. The salary ranges for this role are as follows: USD 80,000-95,000/THB 1,000,000-1,400,000/ZAR 800,000-970,000. In addition to salary, International Rivers offers a strong benefits package.
- Travel: Occasional national and international travel for staff retreats, donor/funder visits, and program visits.
- Other: Regular participation in virtual meetings and calls across US Pacific and Eastern time zones. International Rivers' staff are located in multiple countries and meetings occasionally take place early morning and late evening.

Key Responsibilities

- Build on existing strategy to create and execute fundraising plans that meet annual fundraising targets, with a focus on foundation grants and individual donors.
- Lead the Development and Communications team (2-3 staff)
- Conduct prospect research, lead preparation of letters of intent, grant proposals, reports and budgets with Executive Director and program staff
- Convert considerable growth in social media reach to supporters and champions
- Lead special projects and key outputs, including annual reports, annual appeal, webinars, gala events, and other fundraising or communications initiatives
- Ensure that donor stewardship, financial tracking, and donor database are expertly managed
- Develop grant income projections for the annual budget in collaboration with Executive Director and program teams
- Prepare and present fundraising and communications reports for the Board and staff
- Work with program leads to leverage existing funder relationships and implement systems to track and grow funder portfolios
- Oversee organizational communications systems and outputs, including an editorial calendar and story bank, and collaborating with programs to gather and share stories about our impact
- As a member of the leadership team, contribute to strategic planning and organizational development in addition to helping build a philanthropic culture at our global organization through budgeting, grant development, and monitoring, evaluation, learning processes

What We're Looking For

- Bachelor Degree or equivalent experience
- Minimum 5 years of proven experience in nonprofit fundraising, with a track record of securing 5-, 6- and 7-figure grants and individual gifts (major donors and annual fund)
- Experience—lived, volunteer, or professional—in environmental and social justice
- Experience in fundraising and storytelling that centers the perspectives of communities
- Strong project management skills, with the ability to manage multiple priorities and meet deadlines

- Excellent English writing, verbal, editing, and interpersonal communication skills
- Strong attention to detail and ability to produce high-quality deliverables
- A self-starter and team-oriented contributor who thrives in a remote environment and working collaboratively in an international team setting
- Proficiency with Google Suite, Microsoft Excel, Word, and donor management systems (Every Action preferred)
- Multilingualism in languages spoken where we work and/or international experience is welcome

Why You'll Love Working Here

- Join an international, culturally diverse team passionate about social and environmental justice
- Be part of a 40-year-old organization entering an exciting new phase of growth and impact
- Help build and shape new organization-wide practices that will enhance and evolve our approach to fundraising
- Work with committed activists and communities on the frontlines of river protection worldwide
- Flexible remote work environment that respects work-life balance
- Opportunities for international travel and meaningful connection with our global network
- Strong benefits package that include: subsidized health insurance, health reimbursement, remote office allowance, 403b (US), paid parental leave, remote office allowance, professional development, and generous PTO beginning at 15 days annually (increasing to 25 with tenure), in addition to 13 public holidays.

International Rivers is an organization of dynamic, mission-driven individuals who are passionate about our core values and about supporting positive change in the world. We pride ourselves on our commitment to being visionary and flexible. We value a collaborative and democratic workplace. We believe that diverse teams are strong teams and work to support an ethic of belonging, dignity, and justice for all people. Our current team includes a mix of genders, parents and non-parents, and people of multiple races, ethnicities, nationalities, ages, sexual orientations, and socioeconomic backgrounds.

As an international organization with a focus on Indigenous and other grassroots communities of the Global South, we recognize that creating an inclusive workplace requires us to reach beyond representation. We are committed to continuing to improve our workplace to reflect our values.

We recognize that not everyone will bring all the listed qualifications for this role. If you are passionate about environmental protection and defending human rights, want to roll up your sleeves to build something meaningful, and are excited to join a diverse international team in a new phase of organizational development, we encourage you to apply.

How to Apply

To apply, please submit the following materials:

- Your resume or CV
- A cover letter detailing your relevant professional experience, key accomplishments, and how your skills, background, and experience specifically qualify you for this position at International Rivers

Please send your application to jobpost@internationalrivers.org with the Subject Line: Application-Development and Communications Senior Manager

Application Close: May 9, 2025.

Early applications are encouraged, as interviews will be conducted on a rolling basis. Please note that only shortlisted candidates will be contacted for interviews. The hiring process includes multiple interview rounds. International Rivers is committed to an inclusive recruitment process. We welcome applicants with disabilities and will provide necessary workplace adjustments, accessibility options, or additional support during the interview and selection process upon request.

Expected start date: as soon as possible