



Development/Fundraising Officer

Organization: Minnesota One-Stop for Communities

Location: Roseville, Minnesota

Reports To: Chief Executive Officer

Status: Full-Time, Exempt

About Minnesota One-Stop for Communities

Founded in 2012, Minnesota One-Stop for Communities (MNONESTOP) exists to strengthen and support individuals and families so they can be safe, stable, and healthy. MNONESTOP provides housing navigation, emergency shelter, parent mentorship, reunification support, and advocacy for parents involved with child protection and substance-recovery systems.

Each year, MNONESTOP serves hundreds of families in Ramsey County and the Twin Cities through culturally responsive, trauma-informed, community-based programs. Many team members have lived experience in the very systems they now help others navigate—creating a rare model of empathy and accountability in human services.

MNONESTOP operates emergency shelters, group residential housing, housing stabilization programs, and a parent-mentor network that supports families in reunifying and staying together. We are a fast-growing nonprofit recognized for innovation and strong partnerships with counties, courts, and faith-based and civic organizations.

Position Summary

The Development/Fundraising Officer will lead the design and execution of a comprehensive fundraising strategy to sustain and expand MNONESTOP's programs. Reporting directly to the CEO, this individual will oversee individual giving, corporate partnerships, foundation relations, government grants, and community fundraising events.

The ideal candidate is a passionate, results-oriented professional who can translate MNONESTOP's mission and impact into compelling cases for support. This role blends strategic planning, relationship-building, fundraising analytics, and community engagement.

Key Responsibilities

Fund Development & Strategy

- Develop and execute an annual fundraising plan aligned with organizational goals and revenue targets.
- Identify, cultivate, and solicit individual, corporate, foundation, and faith-based donors.
- Build and manage a grant pipeline, including prospect research, proposal writing, and compliance reporting.
- Design and coordinate fundraising campaigns, events, and digital giving strategies.



- Partner with the CEO and Board of Directors to expand major gifts and planned-giving opportunities.

Qualifications

- Bachelor's degree in nonprofit management, business, communications, public administration, or a related field (Master's degree preferred).
- 5+ years of demonstrated success in nonprofit fundraising, development, or advancement leadership.
- Proven track record in securing major gifts (\$10,000+), foundation grants, and corporate sponsorships.
- Experience with CRM systems and donor analytics for tracking, segmentation, and reporting.
- Exceptional written and verbal communication skills, with demonstrated success in storytelling and grant writing.
- Ability to work both independently and collaboratively in a fast-paced, mission-driven environment.

Compensation & Benefits

- Competitive salary commensurate with experience (range: \$75,000 – \$95,000).
- Comprehensive benefits package including health, dental, and vision insurance (MNONESTOP covers 50% of premiums).
- Three weeks of Paid Time Off annually, plus paid holidays in accordance with organizational policy.

How to Apply

Submit a cover letter, résumé, and three professional references to info@mnonestop.org with subject line: **“Development/Fundraising Officer Application – [Your Name]”**

Applications are reviewed on a rolling basis until the position is filled.