



CONSTELLATION FUND

*Finding the Stars and Connecting the Dots in the
Fight Against Poverty in the Twin Cities*

www.constellationfund.org

POSITION PROFILE

DIRECTOR OF ANNUAL GIVING

APPLICATION TIMELINE

We are accepting and reviewing applications on a rolling basis through Monday, April 13, 2026.

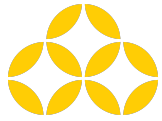
COMPENSATION

Salary Range: \$90,000 – \$115,000

CONTACT

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ORGANIZATIONAL OVERVIEW

The Constellation Fund is a poverty-fighting organization in the Twin Cities that invests philanthropic resources into nonprofits shown to be raising the living standards of individuals and families experiencing poverty. Constellation takes an outcome-based approach to this critical effort, prioritizing evidence over anecdotes to find, fund, and empower poverty-fighting service providers shown by evidence to be creating transformational impact in our community.

With one-in-five residents of the Twin Cities living in poverty, our philanthropic community must strategically focus its resources on the interventions providing the largest poverty-fighting impacts. We center our work accordingly. This begins by raising philanthropic resources from a growing community of generous donors. Since our Board of Directors underwrites Constellation's operating costs, 100% of every donation to Constellation is invested within twelve months into the impactful poverty-fighting organizations in our portfolio of nonprofit grantees. To build that portfolio, we use modern analytical tools alongside on-the-ground insights to understand what evidence indicates is working best. Once selected, our grantee partners receive significant financial investments as well as access to unparalleled capacity-building support from leading companies to help deepen the impact of their work and of your generosity.

This deliberate process continually repeats itself, all designed to rigorously identify and holistically empower our community's top poverty-fighting service providers.

Learn more at www.constellationfund.org



HISTORY

Prior to the start of the Constellation Fund, Andrew Dayton worked in the San Francisco Mayor's Office and gained insight into innovative approaches to poverty alleviation. Andrew was intrigued by an organization called Tipping Point, which focused on using modern analytical tools to fight poverty in the Bay area by using evidence to identify impactful nonprofit organizations.

Inspired, Andrew moved home to the Twin Cities to assemble a team of experts in research, economics, and philanthropy and founded the Constellation Fund in 2018.

Since its founding, Constellation's staff has built and continues to lead a grant program centered on evidence-driven insights. This cutting-edge work takes an outcome-driven approach to fighting poverty in the Twin Cities. By leveraging the full power of analytics to harness the best available information, Constellation powers each of its grantmaking decisions with objective insights to maximize lifetime impact.

Since publicly launching in early 2019, this modern approach to philanthropy has resonated across the Twin Cities and has propelled Constellation to become one of the fastest-growing local philanthropic organizations in recent memory. And the work is still just getting started!



ORGANIZATIONAL CULTURE

Constellation is emerging from an entrepreneurial start-up phase to become an established, fast-paced, impact-oriented organization. The culture reflects a spirit of innovation and authenticity that equally values patience and urgency while remaining deeply engaged in the challenges of addressing unacceptable disparities across our community.

As an organization, Constellation values an entrepreneurial mindset in tandem with deep investments in and appreciation for the longitudinal work necessary to create lasting impact.

Leadership and staff at Constellation focus on leveraging philanthropic resources and opportunities to:

- Identify and build on solutions;
- Implement new practices; and,
- Turn the good intentions of the Twin Cities into great results for our community.

The culture reflects that of a learning organization with a passion and curiosity for the development of a modern philanthropic toolkit. Staff seek to act with agility, humility, and care with the goal of functioning at the highest possible level in service of those experiencing poverty in our community.

MISSION

Fighting poverty in the Twin Cities by raising the living standards of individuals and families living below the poverty line in the seven-county metropolitan area. We take an outcome-based approach to this critical effort, prioritizing evidence over anecdotes in order to find, fund, and empower poverty-fighting service providers creating transformational impact in our community.

VALUES

Impact

- We make every decision with one question in mind: what will have the greatest impact for those living in poverty in the Twin Cities?
- Make informed, reasoned choices in the face of ambiguity or pressure.
- Seek to identify root causes and to move beyond treating symptoms.
- Challenge prevailing assumptions and pursue better approaches.

Courage

- Follow the best available evidence, even when it's uncomfortable.
- Willing to respectfully rethink the status quo.
- Make tough decisions, take smart risks, and are open to possible failures.
- Question actions inconsistent with our values.

Interdependence

- Go to great lengths to carefully select our partners, and we trust them.
- Treat everyone with kindness, respect, and compassion.
- Build strong partnerships and celebrate each unique contribution.
- Seek and embrace diverse perspectives to make better decisions.

Transparency

- Seek candid feedback and work to deeply understand before reacting.
- Admit mistakes freely and openly.
- Share information and assets proactively.
- Provide polite, honest, and timely feedback to colleagues and partners.

Rigor

- Engender confidence by demonstrating consistent results.
- Invite and accomplish remarkable amounts of meaningful work.
- Strive relentlessly to improve our organization and our community.
- Recognize that we all have biases and work to grow past them.



GRANTMAKING

At Constellation, we believe that the best poverty-fighting solutions are usually those closest to the challenge, and we work to identify and support the people and community partners having the biggest impacts in four key issue areas:



Education



Employment



Health



Housing

Constellation leverages the power of modern analytics to conduct careful benefit-cost analyses, using the best available evidence to better understand the poverty-fighting impact of every dollar that we invest. We balance this quantitative analysis alongside thoughtful qualitative considerations, including on-the-ground insights about pressing community needs. We believe that following the evidence – the science and the stories – can point us toward the best outcomes.

RESEARCH

Even with an ever-growing body of evidence at our fingertips, there is always more that we wish we knew about what is working best in the fight against poverty. To help address this reality, in 2023 Constellation is launching a groundbreaking new research initiative called Constellation Lab – aka, CoLab – which has an eight-figure budget to produce actionable data through high-quality, longitudinal research on programs, practices, and their effects. Better data will support evidence-informed funding and community efforts to strengthen and scale solutions, which is what Constellation is all about.



GUIDING PRINCIPLES

Our work is a key piece of a brighter path forward. One that acknowledges that doing good is simply not good enough. One that harnesses the power of modern tools alongside on-the-ground insights to help guide the way. One that helps to change the way we change our community.

100% Impact

Our Board of Directors and Leadership Funders cover all our operating costs so that every dollar donated to Constellation goes to a portfolio of impactful poverty-fighting nonprofits across the Twin Cities.

One Goal

Constellation has a single-minded dedication to fighting poverty in the Twin Cities. We judge our success solely by the demonstrable impacts of the grantees that we support.

Evidence-Driven

Central to Constellation's decision making is a rigorous, evidence-driven process to identify the most promising nonprofits. We do this data- and research-heavy work so our donors don't have to.

Unrestricted Support

Once the most promising, results-driven organizations in our community have been identified, Constellation supports them with grants, usually of unrestricted funding, allowing them to grow their impact purposefully.

Beyond Dollars

Constellation's grantees are provided not only with funding, but also with connections to best-in-class pro bono partners to provide services and expertise otherwise inaccessible to most poverty-fighting organizations.

POSITION PROFILE | DIRECTOR OF ANNUAL GIVING

SUMMARY

The Director of Annual Giving is a new and exciting opportunity for a seasoned fundraiser to create, implement, and manage a robust Annual Giving program. The successful candidate will be a metrics-driven fundraiser, experienced in building new fundraising programming and systems, and a professional who thrives in a dynamic, entrepreneurial culture.

Reporting to the Vice President of Engagement, the Director of Annual Giving oversees giving opportunities at all levels of support, and works in collaboration on engagement strategies across the giving spectrum and communication strategies to reach new and existing donors. The individual in the position will also develop and maintain a portfolio of prospects.

A successful candidate will understand annual giving best practices and a commitment to addressing poverty as effectively as possible.

MANAGEMENT RESPONSIBILITIES

The Director of Annual Giving will report to the Vice President of Engagement. They will partner closely with Constellation's CEO, President and Chief Growth Officer, as well as with other members of Constellation's advancement and programmatic teams. They will work in collaboration with Constellation contractors.

ESSENTIAL RESPONSIBILITIES

Annual Gifts Fundraising

Builds, oversees, and monitors strategies to achieve Annual Giving goals as part of the Constellation Fund's annual fundraising program.

- Develops and implements an annual giving program built for mid-level gifts.
- Manages and develops a portfolio of approximately 125 individuals and families with capacity to give four- to five-figures annually.
- Works in collaboration with the Vice President of Engagement to develop and implement innovative strategies to identify, cultivate, and solicit significant and sustained gifts over multiple years.
- Partners with senior staff, board members, and other key donors to steward current donors and cultivate prospects, leveraging relationships thoughtfully and with respect for privacy.
- Works in collaboration with the Vice President of Engagement to identify and engage key corporate and foundation leaders and develop engagement plans reflective of the multiple layers of relationships that exist within each corporate partnership.
- Works in collaboration with the Vice President of Engagement to steward the donor base.
- Effectively prepares meeting materials, stewardship reports and gift solicitations including, but not limited to high-quality solicitation materials, proposals and investment decks. Manages communication and donor interactions with programmatic leadership.
- Conducts and analyzes prospect research with a keen understanding of moves management to steward donors towards gifts.
- Utilizes Salesforce to track and manage donor/prospect portfolio and monitor individual results toward fundraising goal; adheres to timely reporting of results to ensure accuracy of the fundraising pipeline and year-end projection forecasts.
- Ensures compliance with Constellation Fund policies, procedures, rules and regulations.

Secondary Responsibilities

- Participates as an active member of Constellation's staff by working collaboratively with other staff members, upholding Constellation's mission and values, and communicating openly and honestly within the organization.
- Attends Constellation's events as well as external community events, as required and/or as requested by the Constellation leadership.

COMPETENCIES

- Mission-driven, passionate, and community-minded.
- Ability to communicate effectively 1:1 with high-net-worth individuals.
- Respect for privacy and commitment to confidentiality.
- Event-based engagement experience.
- Experience with fundraising databases, especially Salesforce.
- Works well with a small, hybrid team; self-starter and highly motivated.
- Emotional intelligence and relational capacity.
- Level-headed, cool under pressure.
- Attention to detail and excellent communication skills.

DESIRED QUALIFICATIONS

- Minimum of five-to-seven years of progressive experience in direct fundraising, with three plus years of specific experience in cultivating and soliciting individual gifts.
- Experience in developing systems and processes around an individual annual giving program, including the development of direct marketing strategies.
- Outstanding human relations and managerial skills.
- Strong organization, problem-solving and planning skills and the ability to multi-task.
- Demonstrate initiative; the ability to work with minimal supervision.
- Flexibility to work some evenings and weekends as well as occasional travel.
- Excellent organizational, written and verbal communication skills
- Proficient in various software applications: Google Suite (Gmail, Google Drive, and Google Calendar), Salesforce, and Apple Suite (Pages, Numbers, and Keynote).
- High School education required; college degree strongly preferred.

COMPENSATION AND BENEFITS

Constellation offers a benefits package that is competitive with industry standards. Salary is commensurate with experience. Salary Range: \$90,000 – \$115,000.

Applicants must be currently authorized to work in the United States without the need for sponsorship.

THE CONSTELLATION FUND IS AN AFFIRMATIVE ACTION / EQUAL OPPORTUNITY EMPLOYER

The Constellation Fund is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status. Applicants from underrepresented backgrounds in philanthropy and applicants who identify as low-income are encouraged to apply.

