



**YEE HA'OLNII DOO D/B/A
NAVAJO & HOPI FAMILIES COVID-19 RELIEF FUND**

[HTTPS://NAVAJOHOPISOLIDARITY.ORG/](https://navajohopisolidarity.org/)

INFO@NAVAJOHOPISOLIDARITY.ORG

OFFICE & COVID RELIEF REQUEST HOTLINE: (928) 380-4955

Job Title: Development Director

Organization: Yee Ha'olnii Doo

Location: Remote/Hybrid

Status: Full-time-Duration of employment is dependent upon available funding.

Reports To: Executive Director

Position Summary

The Development Director will work closely with the Executive Director and Board of Directors to grow a diversified fundraising portfolio. This includes individual giving, foundation grants, major donors, corporate partnerships, and events.

Key Responsibilities

- Develop and implement an annual fundraising plan aligned with organizational goals.
- Research, write, and submit grant proposals and reports.
- Manage donor database and acknowledgment processes.
- Cultivate and steward relationships with individual donors and major gifts prospects.
- Lead fundraising campaigns, including year-end appeals and Giving Tuesday.
- Coordinate small donor-focused events (virtual or in-person as needed).
- Work with communications staff or contractors to produce development materials.
- Prepare reports for the Executive Director and Board on fundraising progress and trends.
- Ensure compliance with nonprofit fundraising regulations and best practices.

Qualifications

- Nonprofit fundraising experience, with demonstrated success in grant writing and donor development.
- Excellent writing, communication, and relationship-building skills.
- Self-motivated and highly organized; able to manage multiple priorities.
- Proficient in donor databases (e.g., GoFundMe, or similar).
- Comfortable working independently while collaborating closely with leadership.
- Passion for the mission of Yee Ha'olnii Doo; knowledge of Indigenous communities is a plus.

Compensation & Benefits

- Compensation Range: \$50,000-\$60,000
- Contracted Payment Plan
- Remote work flexibility.

How to Apply

Please send a cover letter and resume to info@navajohopisolidarity.org with the subject line "Development Director Application"

About Yee Ha'ólníi Doo

Yee Ha'ólníi Doo is a Navajo-led 501(c)(3) nonprofit organization founded in 2020 to respond to urgent community needs during the COVID-19 pandemic. What began as an emergency relief effort to deliver food, supplies, and support to Navajo and Hopi families has grown into a broader organization focused on housing stability, safety, and community-based services. Today, Yee Ha'ólníi Doo operates three community centers: the Tsé Bii' Ndzisgaii Community Center, the Tsé'í'á'hí Community Center and the Tó Hałtsooí Community Center. These centers serve as local hubs for community gatherings, direct assistance efforts and program delivery in the areas they serve.

A major focus of the organization's work is housing rehabilitation and safety. Through grant-funded initiatives and community partnerships, Yee Ha'ólníi Doo supports home repairs that address unsafe living conditions for families and elders, including roof repairs and other critical improvements. The organization has received significant philanthropic investment to expand this work in the Arizona portion of the Navajo Nation.

Yee Ha'ólníi Doo works in close collaboration with local leaders and residents to ensure services are guided by community priorities. Its mission is centered on practical, locally driven solutions that strengthen households and improve quality of life.