

Maritime Blue

Development Manager

Salary Range: \$75,000 - \$85,000 plus comprehensive benefits

Reports To: Chief Growth Officer

Location: Seattle, WA

Priority Application Deadline: March 19, 2026

MARITIME BLUE

Maritime Blue is a strategic alliance propelling the Pacific Northwest toward global leadership in ocean-based innovation. We foster collaboration among industry, government, academia, communities, and investors to create sustainable maritime and ocean industries. We empower our region to thrive in the Blue Economy by accelerating innovation and entrepreneurship, centering equity, addressing climate change, restoring marine ecosystems, and building a diverse workforce.

POSITION DESCRIPTION

The Development Manager is a member of the development team responsible for performing the day-to-day management of the development program including fundraising, stewardship, communications, data management, and reporting. This position interfaces directly with funders and donors as well as maintains Maritime Blue's moves management database, conducts prospect research, and ensures members of the team are well-informed and prepared to successfully steward donors and funders.

DUTIES AND RESPONSIBILITIES

Program Management

- Provide oversight of all foundation grants, in partnership with Program Directors.
- Lead and execute strategies to secure major campaign gifts, focusing on a portfolio of high-net-worth individuals, foundations, and corporations.
- Support the CEO, Chief Growth Officer, and other primary relationship managers in managing the strategy and solicitation of their portfolio of campaign major gift prospects.
- Monitor budgets related to fundraising operations in collaboration with input from others on the team and within the organization, including the fundraising strategy committee.

Fundraising

- Execute the fundraising strategy, including the creation of proposals and preparation of stewardship reports.

- Ensure adherence to fundraising policies, procedures, and fundraising code of ethics.
- Collaborate with the Executive Team to support the Board of Directors in identifying, cultivating, and soliciting leadership gift/major gift prospects which may include training.
- Oversee prospect research and other initiatives to expand the donor and funder bases, in collaboration with program Directors and Managers.
- Collaborate with campaign counsel and Executive Leadership Team on development and implementation of campaign strategy for the Maritime Forward campaign. Ensure integration of campaign activities with all other fundraising and communications efforts.

Data Management

- Maintain detailed and accurate records of donor interactions and progress toward campaign goals. Ensure accurate pledge and donation entry is occurring in the donor database (Bonterra).
- Create and run reports using the donor database.
- Become familiar with SOPs governing the donor database and be a resource to others seeking information.

Stewardship Support

- Create communications to funders, donors, and prospects aligned to organizational fundraising goals and strategies
- Build relationships with key supporters and funders using a moves management process. Manage stewardship of top current and prospective funders/donors.
- Advance donor relationships by planning and executing site visits and providing direction and oversight of cultivation events with the Executive Team and Board of Directors.
- Develop and implement personalized solicitation strategies for prospective campaign donors, ensuring appropriate and timely follow-up and stewardship.
- Collaborate and coordinate with the development team to plan and execute donor events, recognition programs, engagement activities, campaign marketing materials, and consistent donor communications.
- Support the Maritime Blue by scheduling meetings, developing agendas, meeting materials and follow-up related to stewardship.

Organizational Operations

- Collaborate with the Finance Department to ensure ongoing alignment of fundraising with organizational needs. Assist with the preparation of fundraising cash flow projections.
- Support general operations of Maritime Blue including communications, data collection and reporting, and serve on a staff committee

- Attend Maritime Blue and related external events, build relationships and network to further program and organizational goals

QUALIFICATIONS

We are looking for a fundraising, advancement, or development professional with experience in building sustainable nonprofit revenue models via institutional giving, including philanthropy, corporate, and family foundations.

You will feel prepared to take on this role if you have experience:

- Creating a culture of philanthropy based on listening and understanding what is most important to donors and volunteers
- Supporting major campaigns, especially capital campaigns
- Developing, nurturing, and building institutional relationships culminating in fundraising success
- Managing multiple projects simultaneously
- Working with senior leaders to solve problems, bringing your own creative solutions and ideas

You will be successful if you feel passionate about:

- Working for sustainable maritime industry growth and investment, addressing climate action and ecological health, and equitable community development in the maritime and ocean sectors – the Blue Economy
- Creating, nurturing, and leveraging deep relationships throughout the region's maritime, ocean, technology, and manufacturing sectors along with a diversity of community leaders
- Working and fostering an environment that is welcoming, open, transparent, curious, collaborative, challenging, and results-driven
- Identifying and developing opportunities for funders and donors to engage in Maritime Blue's programs

Your effectiveness in this role will depend on your ability to:

- Communicate clearly orally and in writing, serving as a key spokesperson for Maritime Blue and develop compelling donor messaging
- Work with multiple projects and constituents simultaneously
- Set and achieve goals, meet deadlines, lead and motivate staff and volunteers, and work with key constituencies
- Work independently while maintaining effective working relationships with co-workers, supervisors, customers, and the general public

WORK ENVIRONMENT

Maritime Blue is headquartered in Seattle, WA with partners, stakeholders, projects and sites across the Pacific Northwest. Hybrid work is supported with the expectation that staff are able to meet regularly in person as health and safety allow.

- Office Environment with occasional project site visits (exposure to computer screens)
- Must be able to travel domestically and internationally (when safe and appropriate)
- Noise level is usually moderate

BENEFITS

- Flexible PTO; 96-hour annual minimum, no annual maximum
- 10 paid holidays plus December 24-31 holiday break
- Paid parental leave, 12-16 weeks
- Employer health care benefits with Regence - medical, dental, and vision
- Life Insurance
- Generous flexible spending account (FSA)
- 401(k) plan with 3% employer contribution

APPLICATION SUBMISSION INFORMATION

To be considered for this position, **please submit a single PDF with a cover letter and resume to info@maritimeblue.org. Use the subject line and name the attached file using "Your Name_Development Manager"** Applications will be read on a first-come-first-served basis and the position will remain open until filled. The priority deadline is March 19, 2026 and interviews will be scheduled after that date. In your cover letter, please describe how your knowledge, skills, and abilities prepare you for the job responsibilities and qualifications outlined in this job announcement.

Maritime Blue will host an Information Session regarding this position on **March 16, 2026**.

Prospective applicants must register in advance for the information session:
<https://us02web.zoom.us/meeting/register/EfvmLiVgSa6vVpguwl5asQ>

Questions

Questions about this position should be directed to devon@maritimeblue.org

COMMITMENT TO EQUITY AND SOCIAL JUSTICE

Maritime Blue is committed to creating a diverse, equitable, and inclusive workplace. This includes addressing institutional racism, sexism, ableism, and other forms of systemic oppression and individual prejudice. This work is ongoing and continually adjusted to meet the needs of our staff and stakeholders. We seek employees who think critically about their own cultural lens and can communicate effectively with people of different backgrounds and abilities. An ideal candidate will be committed to providing equitable engagement to our stakeholders, community, and clients. We are looking to receive applications from individuals with diverse arrays of experiences. All applicants will have the opportunity to attend an information session with Maritime Blue staff to hear more about the organization, the position, and ask questions of the team.

Who may apply

Maritime Blue encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ+, people with disabilities, veterans, and those with diverse life experience. This position is open to all qualified candidates that meet the minimum qualifications. Maritime Blue values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, ages, sexual orientation, or gender identity.

As a small non-profit organization, Maritime Blue is unable to sponsor work status. Applicants must be legally authorized to work in the United States to apply.

Direct applicants only, please no third-party applications.