



DIRECTOR OF DEVELOPMENT

About the Organization:

For over 40 years ArtsConnection (AC) has been one of New York City's most comprehensive arts education organizations with programs in the performing, visual and media arts. We provide arts education that taps into students' individuality and creativity to help them forge new pathways to navigate their education and future, while building critical thinking, creative problem solving, heightened self-esteem, literacy and strong communicative abilities. Programs are led by 140 racially, ethnically and culturally diverse teaching artists whose distinctive and varied artistic perspectives inspire, guide and support students. Each year, AC partners with NYC public schools (grades pre-K through 12) across the five boroughs, providing artist residencies, professional development for teachers and artists, and family arts events. Out-of-school-time (OST) Teen Programs link the city's cultural resources to the developmental and educational needs of teens, while providing space for artistic expression, experiential learning, career and leadership development. Our work, while rooted in New York City, has been an award-winning and sought-after model on a national scale.

We are intentionally building a path towards equity by:

- Using the arts as a platform to imagine an alternative future
- Integrating the processes developed by the organization-wide Community Care-Diversity, Equity, Inclusion, and Access Committee and understanding that we all have a place in this work
- Identifying and uplifting the assets that exist within our community of young people, artists, educators and arts leaders/administrators
- Transforming policies, procedures, practices, and programs (e.g., shifting our artist and staff hiring processes to be more equitable)

About the Position:

Reporting to the Executive Director, and serving as a member of the senior staff team, the Director for Development is the organization's chief development officer. Responsibilities include raising \$4M+ annually from foundations, corporations, individuals, and government agencies, with plans to increase that support over subsequent years to meet ArtsConnection's expansion goals identified in a recent strategic plan. They work closely with the board of directors to develop annual and long-term fundraising goals, and to implement annual appeal campaigns, cultivation and stewardship plans, and an annual benefit.

Responsibilities

- Establish and implement protocols for the effective operation of the development office.
- Develop fundraising projections; monitor progress against goals, working closely with finance staff.
- Research, cultivate, and solicit gifts from potential foundations and corporation grant-makers; respond to RFPs from public agencies; continue to build and deepen relationships with current institutional funders.
- Hire and work closely with individual giving manager to build a pipeline of prospective individual and major donors; provide oversight for cultivation and stewardship of both new and long-standing donors.
- Coordinate annual appeals and yearly benefit and ensure their success, including maximizing involvement of board of directors as fundraisers and ambassadors.
- Facilitate the involvement of the executive director and the board of directors for high-level solicitation efforts with potential major individual and institutional donors, providing background research, briefing materials and preparing agendas.
- Design and implement cultivation events, in- and out-of-school-time site visits, corporate volunteer activities, projects, and initiatives for existing and prospective leadership donors.

- Supervise/contribute to the writing and development of fundraising related materials including funding proposals and reports, annual reports, newsletters, website content, etc.
- Work with executive director, board of directors, and executive staff team on organizational expansion and long-range institutional planning.
- Directly supervise three department staff members and work closely with marketing and communications manager to ensure department's collateral meets messaging needs.
- Liaise with other departments and staff members, e.g., in-school and teen programs; evaluation and technology personnel to ensure department campaigns reflect short-and long-range goals and needs.

Qualifications

- Prior experience with diversified fundraising in a supervisory capacity and proven experience in cultivating and stewarding relationships with donors
- Experience with and understand of the importance of equity, diversity, inclusion, and access in all decision-making that is outlined in our [EDIA Values Statement](#)
- Excellent strategic planning skills and experience
- Experience in major gifts solicitation
- Strong leadership skills
- Dynamic, innovative strategic thinker
- Strong interpersonal and presentation skills with experience representing an organization in a fundraising capacity
- Highly organized with strong oral and written communication skills
- Able to work in cross-functional teams
- Ability to handle demanding schedules and deadlines
- Ability to respond quickly to new fundraising opportunities and to evolving priorities
- Knowledge of Raiser's Edge
- Knowledge of philanthropic community in NYC and beyond
- Knowledgeable, passionate, and experienced in the arts, public education, and youth development

Salary Range: \$90,000 - \$100,000

Hours: 35 hours per week

Benefits included

In-person attendance required/minimum 1 day per week: Thursdays (pending any external extenuating circumstances); attendance at occasional evening and weekend events.

All ArtsConnection employees must show proof of vaccination unless they have been granted reasonable accommodation for religious or medical reasons. This request must be met by date of hire.

ArtsConnection is an equal opportunity employer. We have a strong commitment to equity and inclusion, and value the leadership and skills of people from diverse backgrounds. People of color, LGBTQ persons, and people from other historically marginalized backgrounds are encouraged to apply.

Resume and Cover letter to: JobQuery@artsconnection.org

Application Deadline: Monday June 13th, 9:00 am

No calls please