



**Rhode Island Philharmonic Orchestra & Music School
Director of Development**

The Rhode Island Philharmonic Orchestra & Music School is seeking a **Director of Development** to join a dynamic leadership team in defining the Arts organization of the 21st Century, prioritizing artistry and education, and furthering the values of quality, access, diversity and collaboration.

THE ORGANIZATION

Founded in 1944, the Rhode Island Philharmonic Orchestra & Music School is the oldest performing arts organization in the State. During his 21-year tenure, retired Music Director Larry Rachleff built the orchestra into one of the nation's finest regional orchestras. The Orchestra and Music School merged in 2001, resulting in the most comprehensive education programs of any professional orchestra. Our Link Up Education program, youth ensembles, Music School of 1,500 students, and vast community engagement programs reach 25,000 students throughout the region. Concerts and programs reach an additional 150,000 audience members each year.

POSITION SUMMARY

The Director of Development will create and implement a strategic fundraising plan, leading a team responsible for raising \$2 million for the annual fund and \$1 million+ in special campaigns.

The successful candidate will cherish relationship building, thrive in an environment where fundraising is encouraged, appreciated and collaborative with leadership, be able to balance multiple priorities, and be focused on strategies that deliver contributed revenue.

Reports to: Executive Director

Direct Reports: Development & Annual Fund Coordinator
Major Gifts Officer
Grants Coordinator
Business Partnerships & Special Events Manager

Key Working Relationships: Board President
Board of Directors
Development Committee
Manager of Marketing & Communications
Director and Artistic Administrator
Director of Education & Music School

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop, implement, and oversee a multi-year strategic fundraising action plan that meets or exceeds established financial targets for all areas of giving including the Annual Fund - individual, corporate/sponsorship, foundation, and government; and special campaigns.
- Work with the Executive staff, Board and volunteers, to solicit individual gifts through in-person visits, phone, and written correspondence for the annual fund and special projects.
- Implement, coordinate and evaluate stewardship activities, solicitation schedules, recognition and benefits for all donors.

- Oversee and lead 4 direct reports
- Work closely with Board and Development Committee volunteers to develop and implement strategies to identify, cultivate, solicit, and steward new major gift donors.
- Evaluate donor giving statistics to increase donor giving, re-engage lapsed donors, acquire new donors, and maximize donor retention.
- Develop and manage development revenue and expense budgets.
- Serve as a visible and engaged public representative of the Orchestra and Music School.
- Collaborate with marketing & PR to ensure consistent organization messaging and timelines.
- Build systems and reports for all development categories to consistently report current results against goals, and annual projections.

QUALIFICATIONS

- 7-10 years of experience as a fundraising professional, with 5 years in a leadership role.
- Experience identifying, cultivating, soliciting and stewarding donor relationships.
- Proven record of cultivating prospects, making in-person asks and securing large gifts.
- Proven record of securing planned and endowment gifts.
- Proven record of growing the donors in all giving categories
- Superb written, verbal, management, and organizational skills.
- Experience with developing and managing budgets.
- Experience developing income projections and expense budgets.
- Experience working with volunteers.
- Strong management and leadership skills that inspire the team.
- Strong social and interpersonal skills.
- Experience working for an organization in performing arts a plus.
- Knowledge of Raiser's Edge software is an advantage.
- Must be able to work during the summer, some evenings and weekends.
- Bachelor's degree, Master's preferred

ATTRIBUTES

- Dynamic visionary with exceptional interpersonal skills.
- Genuine commitment to the Rhode Island Philharmonic Orchestra & Music School's mission
- Driven, focused, organized, analytical, works with urgency.
- Attention to detail, adherence to deadlines and ability to prioritize.
- People person and team player.
- Sense of humor.
- Learner who seeks to improve personally and professionally.

SALARY AND BENEFITS

The Philharmonic offers generous vacation/benefits packages. Salary commensurate with experience. The Philharmonic is an equal opportunity employer.

To Apply: Please email your resume with a cover letter to Lori Davis at LDavis@rscfundraising.com



**For more information about this position,
please contact:**

LORI DAVIS

LDavis@rscfundraising.com

317.300.4443 ext. 706