



Oakland Symphony Senior Director of Development

The Oakland Symphony is seeking a **Senior Director of Development** to join a dynamic leadership team that prioritizes artistry, education, diversity, equity and access for audiences, staff and musicians.

THE ORGANIZATION

The Oakland Symphony aspires to be a leader in Oakland’s continuing transformation – as an inclusive and celebratory institution championing the expansion and recognition of Oakland’s unique cultural presence through symphonic music and choral performance and education. We seek a Senior Director of Development who prioritizes a diverse, equitable, and inclusive environment and is passionate about increasing the accessibility of the Oakland Symphony’s programming.

POSITION SUMMARY

The Senior Director of Development will implement a strategic fundraising plan, leading a team responsible for raising \$2.2 million for the annual fund and \$3 million+ in other major gift initiatives.

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:	Associate Director of Development Development Assistant
Key Working Relationships:	Board President Board of Directors Development Committee Events Committee Music Director

Education & Community Engagement Director
Marketing Manager

ESSENTIAL DUTIES AND RESPONSIBILITIES

- 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 major gift initiatives.
- 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.
- Develop and manage contributed revenue and expense budgets.
- Implement, coordinate and evaluate stewardship activities, solicitation schedules, recognition and benefits for all donors.
- Oversee and lead 2 direct reports
- Work closely with Executive Director, Board and Development Committee volunteers to develop and implement strategies to identify, cultivate, solicit, and steward new major gift donors.
- Serve as a visible and engaged public representative of the Oakland Symphony.
- Collaborate with marketing & PR to ensure consistent organization messaging and timelines.
- Develop a simple donor communications plan.
- Build systems and reports for all development categories to consistently track current results against goals, and annual projections, to increase donor giving, re-engage lapsed donors, acquire new donors, and maximize donor retention.
- Oversee the Associate Director of Develop in securing foundation grants/gifts, production of a grant activity calendar, and foundations stewardship calendar.

QUALIFICATIONS

- 6+ years of experience as a fundraising professional, with 3 years in a leadership role.
- Experience identifying, cultivating, soliciting and stewarding donor relationships.
- Proven record of cultivating prospects, making in-person asks and securing 5- and 6-figure gifts.
- Proven record of securing planned and endowment gifts.
- Proven record of securing major gifts for special initiatives.
- Proven record of growing donors in all giving categories, and employing a moves management system.
- Proven record of managing all aspects of the Annual Fund including Board giving, major gifts, broad-base giving, corporate sponsorships and government funding.
- Experience securing/managing team members to secure large grants.
- 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 Patron Manager software is an advantage.
- Must be able to work some evenings and weekends.
- Bachelor's degree.

ATTRIBUTES

- Dynamic visionary with exceptional interpersonal skills.
- Driven, focused, organized, and analytical problem solver who 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

Salary commensurate with experience. The Oakland Symphony offers generous vacation/benefits packages. The Oakland Symphony is an equal opportunity employer and actively seeks diversity in staffing.

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:
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