**Arkansas Arts Center (AAC)**

**Director of Development**

The Arkansas Arts Center (AAC), located in Little Rock, AR, seeks a senior fundraising professional to advance the institution during an extraordinary transformation that includes the construction of a new state-of-the-art facility, scheduled to open in 2022. Designed by the renowned architecture firm, Studio Gang, the new facility will secure the Arkansas Arts Center’s position as one of the top cultural institutions in the state and region. The new Arts Center will feature state-of-the-art galleries, Museum School, theatre, lecture hall, outdoor event area, and other spaces to host programming, classes, and performances. The innovative Cultural Living Room, restaurant, store, and landscaped grounds will position the AAC as a cultural hub for Little Rock and the Delta region.

The accompanying successful $128 million capital campaign, which has now raised $122.7 million, is funding the project and expanding the endowment. The AAC is an active partner in the educational, economic and cultural life of a diverse community; inviting discovery, creativity and learning through engagement with the visual and performing arts.

The Director of Development is a key strategic position responsible for advancing the annual fundraising program to support the AAC in its new incarnation and beyond. The Director of Development will report to and work closely with the Executive Director, and actively interface with donors, Board members, department directors, and other stakeholders.

**Primary Duties and responsibilities:**

* Develop, oversee, and execute a comprehensive plan to achieve annual and endowment fundraising goals for major, individual, corporate, foundation, and government fundraising, and membership
* Develop and oversee the execution of specific and strategic plans for expanding:
	+ Individual giving, including major gifts and annual fund donations
	+ Galas/benefits and other events and initiatives
	+ Institutional giving, including corporate sponsorships, unrestricted and restricted donations, and foundation and government grants
* Build on the strength of existing capital campaign to exceed the stated goal; interface with Executive Director, campaign leadership, and fundraising consultant, and pursue new opportunities for funding to raise annual funds and increase the endowment
* Work with Executive Director and campaign leadership to develop and oversee events related to the Grand Opening and the transition to the new facility
* Work closely with the Executive Director, AAC Board, and AAC Foundation Board to identify and engage prospective donors while deepening relationships with current supporters
* Implement strategies to identify, cultivate, and solicit new and increased gifts for operations and programs
* Develop and oversee appropriate, compelling, and strategic cultivation, solicitation, stewardship, and retention plans for both annual and capital donors
* Reinforce a culture of philanthropy among all stakeholders; Effectively articulate in written and verbal communications the mission and impact of the Arts Center to strengthen relationships with donors, prospects, and external stakeholders and raise the profile of the institution
* Guide and support staff who are engaged with fundraising by fostering teamwork and a collaborative culture; understand programs and priorities to effectively connect supporters to funding needs
* Oversee all positions in the Development Department, which currently includes five full-time staff members and part-time support
* Ensure donor data is properly collected and leveraged to drive outreach and maximize total revenue
* Other related duties, as needed

**CANDIDATE PROFILE:**

* The successful candidate possesses substantial fundraising knowledge, with seven years minimum experience, preferably in a museum, nonprofit, or cultural organization
* The successful candidate is a proven fundraiser and will have direct experience in securing significant support from the following constituencies: major donors, individuals, corporations, foundations, and government agencies
* She/he must possess:
	+ Superior strategic, organizational, and interpersonal skills
	+ Proven success in developing and executing clear and effective fundraising plans
	+ First-hand experience working with trustees and key donors, and cultivating, soliciting and stewarding donors
	+ A proven track record in meeting goals and building long-term organizational capacity
	+ Strong management skills, both strategic and operational
	+ A demonstrated ability to build, manage, motivate, and inspire volunteers and team members to productive action
	+ Exceptional written and verbal communication skills, and the ability to translate the Arts Center’s mission and programs into fundraising initiatives that garner financial support
	+ A commitment to the Arts Center’s mission and diversity, equity, and inclusion
	+ Self-motivated with a high energy level and record of success

To apply, please submit a cover letter highlighting your interest and a detailed resume to personnel@arkansasartscenter.org