DIRECTOR OF CORPORATE PHILANTHROPY

**Position Summary**

Comic-Con International (Comic-Con) is seeking a Director of Corporate Philanthropy for the upcoming Comic-Con Center for Popular Culture. Located in San Diego's Balboa Park, this new cultural attraction will encourage an appreciation of comics and related popular arts through exhibitions, performances, educational programs, and outreach efforts.

Reporting to the Vice President of Development, the Director of Corporate Philanthropy is responsible for the overall management of corporate relations for the Center, which includes representing the organization and its needs to the business community, and attracting resources for institutional priorities, in a manner consistent with the Center's mission.

Up to this point, Comic-Con has been largely funded through earned income from its successful conventions and events. However, the presence of the Center as a year-round educational facility will require a more traditional approach to nonprofit fundraising, including components such as major gifts, annual fund, grant writing, events and planned giving. Comic-Con has made a substantial financial commitment to the project but further capital fundraising will be required ahead of opening. Fundraising activities, including corporate sponsorships and donations, will then support annual operations and any capital expansions.

As Director of our corporate philanthropy program, you will have the opportunity to work with one of the most exciting and vibrant cultural brands in the nation, along with the passionate and highly engaged audience of creators and fans that Comic-Con has developed over its 48 years of operations. This is also a rare chance to play a significant part in creating a groundbreaking visitor attraction, and to establish a brand-new development function inside a successful organization that has strong existing relationships.

Additionally, the Director of Corporate Philanthropy will get to:

· Help corporations accomplish their philanthropic and business goals through a relationship with our organization.

· Lead a corporate relations strategy to reach fundraising goals; from development of effective corporate sponsor opportunities through closing multi-year commitments.

· Manage, solicit, and steward a portfolio of existing and prospective corporate donors.

· Develop and manage systems, marketing activities, and software to track and cultivate corporate donations, including our donor database.

· Work with the Development Team to align efforts and set goals.

· Create and implement moves management plans.

· Make direct, face-to-face solicitations, and assist the board and other staff with their solicitation.

· Acknowledge members through public and private recognition.

· Track and report progress using specific metrics.

This job might be for you if:

· You’re a true people person with an outgoing nature and are a self-starter driven by results.

· You have at least three years in nonprofit fundraising, with specific experience in corporate relations or comparable experience in community relations and grant making in the corporate sector.

· You are comfortable using a donor database, prospect research and other tools to aid in your membership recruitment and stewardship process.

· You establish and maintain good working relationships throughout the organization and with outside constituencies.

· You have honed your writing and speaking skills and use them to compel individuals to action.

· You work well independently as well as on teams to ensure coordination and unity.

· You enjoy working in a fast paced, deadline driven environment.

· People are inspired by your determination. You bring people in line with a vision and motivate them to reach goals.

**Knowledge and Experience:**

· Bachelor's degree in related field.

· Minimum of three years progressively responsible experience in Development, including experience developing successful ask strategies and effective donor acquisition strategies.

· Experience deploying program and senior staff strategically in moves management and asks, in assessing capacity through prospect research, and managing donor relations.

· Proficiency in Microsoft Word and Excel, and experience with fundraising databases.

**Skills and Abilities:**

· Interest in popular culture, arts, and education with an ability to protect the mission, goals, and values of the organization.

· Genuine enjoyment in meeting others with a strong customer service orientation and satisfaction in providing assistance.

· Ability to see and understand the objectives of all pieces of development, and to align corporate fundraising efforts with Resource Development goals and objectives, as well as institutional strategic priorities and vision.

· Strong project planning, critical thinking, and problem-solving skills; self-motivated and self-directed with entrepreneurial spirit.

· Excellent writing, analytical, and research skills are essential.

· A high-level of computer literacy required, including familiarity with fundraising databases, Microsoft Office programs, and Google.

· Ability to create timely reports that reflect performance.

· Ability to manage people, process, deadlines and budget while adhering to the policies and procedures of the organization.

· Ability to get along with peers and management and maintain a positive and constructive attitude while solving problems.

· Must have a driver’s license.

**About the Center**

Established in 1970, Comic-Con International is a 501(c)3 nonprofit dedicated to building appreciation for comics and related popular art forms. Comic-Con’s conventions and events draw record attendance and the organization has become the premier advocate for awareness and appreciation of comic book and popular arts, which have grown to include aspects such as films, TV, videogames and science fiction/fantasy/ literature.

The Comic-Con Center for Popular Culture will be a year-round operation, manifesting the same values of accessibility, curiosity and appreciation that have driven the organization’s world-famous conventions. Through exhibits that refresh frequently and consistently, and programs that offer opportunities to learn, experience, and participate, the Center will continue to build awareness and appreciation for the valuable contribution of comics to art and culture. The Center will be visitor focused, whether a Comic-Con fan or a

member of the general public and will provide engrossing experiences that engage curiosity and inspire learning.

As mentioned, the Center will be in San Diego’s Balboa Park, a unique 1,200-acre urban park that features 17 museums and cultural organizations and attracts 14 million visits per year. The Center will be housed in a 68,000 square foot Maya Revival style structure that originated with the California Pacific International Exposition of 1935.

The Center is currently in startup mode. Working to a strategic plan, an Executive Director was recruited in October 2017 and the process of forming a new Board is underway.

Please submit resume and cover letter to: [a2hr@comic-con.org](mailto:a2hr@comic-con.org)