

Institutional Giving Manager

The Old Globe seeks a skilled and experienced Institutional Giving Manager for one of the most renowned regional theatres in the nation. With a budget of \$35 million, the Tony Award-winning Old Globe produces a broad range of work from Shakespeare and classics to world premiere musicals and plays. The Globe annually produces 15 productions on its three stages, plus a “Globe for All” touring program that performs in community venues throughout San Diego County.

Reporting to the Director of Philanthropy and supervising the Institutional Giving Associate, the Institutional Giving Manager is responsible for managing all aspects of foundation and government funding, including identifying, researching, cultivating, and stewarding foundation and government funders. The Institutional Giving Manager will develop and write proposals and reports for foundation, government, and corporate funders.

We seek a motivated, positive, and accomplished writer and grants manager who has nonprofit experience and is adept at storytelling. The chosen candidate will have outstanding verbal and written communication skills and have an interest in and passion for theatre. The successful candidate will write clearly, concisely, and compellingly; understand the power of visual communication; enjoy working with donors and building new relationships; develop grant budgets; and manage projects from conception to completion. They will enjoy working with a diverse team in beautiful Balboa Park and will value the power of philanthropy and the role that philanthropists play in an arts organization. Applicants should demonstrate a commitment to equity, diversity, inclusion and access and anti-racism work in the theatre.

Excellent skills in Microsoft Word and Excel required. Experience with Tessitura a plus. Must be able to pass a background check.

Salary range is \$75,000-\$85,000, commensurate with experience. Full-time position with benefits including 401(k).

Applicants should demonstrate a strong commitment to equity, diversity, inclusion and access and anti-racism work in the theatre. Must be able to pass applicable background check.

The Old Globe is actively committed to fostering a culture of equity, diversity, inclusion, and access in all areas of our operation. By making intentional, actionable steps, we strive to make The Old Globe a place where theatre makers, employees, volunteers, audience members, and community members of all identities and backgrounds belong. The Old Globe welcomes candidates who demonstrate a commitment to these goals. We strongly encourage people with the following identities to apply: BIPOC, LGBTQIA+, people living with disabilities, and those from other historically and presently marginalized groups. Multilingual candidates are also strongly encouraged to apply.

Send cover letter, resume, and three writing samples to HR@TheOldGlobe.org.