



CALIFORNIA SCIENCE CENTER FOUNDATION

Campaign Director Position

(Revised July 6, 2022)

About the California Science Center

At the California Science Center we aspire to stimulate curiosity and inspire science learning in everyone by creating fun, memorable experiences. This mission is guided by our core values of science as an indispensable tool for understanding our world, accessibility and inclusiveness, and enriching people's lives. A world-class educational resource and family destination located in Los Angeles in historic Exposition Park, the California Science Center integrates a dynamic museum with free general admission to hands-on exhibit galleries, educational programming for students and families, professional development for educators, and a neighborhood elementary school – to improve public understanding of science, technology, engineering and mathematics (STEM).

Campaign Director Position Overview

The California Science Center Foundation's \$400 million EndeavourLA Campaign in support of the Samuel Oschin Air and Space Center major expansion project and ongoing programs and operations has reached three-quarters of its goal, with nearly \$300 million secured. Working closely with the Chief Advancement Officer and building on a solid track record of fundraising success, the Campaign Director will oversee a team of five to harness the resources and enthusiasm necessary to bring the campaign to successful completion. The Campaign Director will continue the cultivation and solicitation of the current donor base, potentially identify new supporters, and layer in the necessary structure to work with staff and volunteers to raise the final \$100 million.

The ideal candidate is a non-profit development professional with experience in capital campaign management, front-line major gifts fundraising, and supervising a team. A proven track record of securing major gifts at \$50,000+ is a must. The Campaign Director should be adept at building and managing strong relationships with staff and volunteers, members, and donors. Additionally, they should thrive in a fast-paced, deadline oriented environment and demonstrate a commitment to our mission and values. The Campaign Director will be a key player during a transformational period of growth as the California Science Center advances the third phase of its three-phase, three-decade Master Plan.

Salary Range and Requirements

\$90,000 - \$100,000. Full-time, exempt position reporting to the Chief Advancement Officer. Currently, Campaign Development staff are expected to work onsite a minimum of three days a week with the flexibility to work remotely two days a week but this policy is subject to change. As part of our commitment to health and safety, all Foundation employees must be fully vaccinated against COVID-19.

Roles and Responsibilities

- Work with leadership to develop and lead a campaign strategy to secure \$100 million to reach the EndeavourLA goal and fulfill the vision for the Samuel Oschin Air and Space Center.
- Manage the 5-person campaign team including two Associate Campaign Directors, Senior Campaign Writer and Campaign Associate, and oversee the work of consultants.
- Execute a campaign plan including: principal and major gifts; planned giving; community gifts; campaign communications; donor recognition and stewardship.
- Establish campaign goals and priorities, monitor activities, evaluate progress and adjust as necessary to ensure project milestones.
- Direct staff and consultants in the implementation of all systems, strategies and management plans to effectively coordinate responsibilities for the campaign.
- Manage campaign volunteers and provide primary staff support to the Campaign Committee comprised of Trustees and other key leaders.
- Further engage the Board of Trustees in fundraising and the identification of donor prospects; coach volunteer leaders and staff in the pursuit of major gifts.

- Actively manage a major gift portfolio including individual, foundation and corporate donors and prospects; serve as a major gift solicitor.
- Expand the pool of prospective donors; develop and manage a targeted pipeline of qualified prospects through research and cultivation efforts.
- Develop and implement donor engagement strategies designed to cultivate and secure new gifts, as well as increase support from existing donors.
- Oversee development and implementation of planned giving program strategy.
- With Communications and Marketing teams, oversee development and implementation of strategic communications and marketing plan to promote EndeavourLA.
- Manage the campaign budget.
- Special projects, assignments and other duties as required.

Qualifications

- Exceptional interpersonal skills and a professional demeanor
- Excellent public speaking and presentation skills
- Bachelor's degree or equivalent work experience
- Minimum of eight years development experience, with a record of successful career growth
- Experience in successful capital campaigns preferred
- Successful track record of soliciting and closing major gifts at \$50,000+ with the ability to identify, qualify and engage prospective donors from outside the Foundation's existing donor base
- Experience with museums, informal learning institutions or community-based organizations a plus
- Knowledge of Los Angeles area philanthropic communities desired
- Strong project management skills
- Self-starter with demonstrated ability to strategize, set and meet goals both independently and by supervising and motivating a team
- Ability to manage departmental and project budgets and interpret financial data
- Persuasive writing and editing skills; able to produce relevant writing samples upon request
- Proficiency or ability to become quickly proficient in Microsoft Office suite and OneDrive applications, Zoom or other videoconferencing platforms, donor databases or constituent relationship management systems; experience with Tessitura a plus
- Strong organization and analytical skills with keen attention to detail and ability to establish and maintain high standards of information management
- Experience staffing volunteer committees or working with boards preferred
- Willingness to staff or attend frequent evening/weekend events and activities

Benefits

- Competitive medical, dental and vision benefits
- 11 Paid Holidays and 12 Vacation days
- Employee Assistance Program and Wellness Program
- Access to 403(b) retirement plan with match
- Free California Science Center membership with free or discounted admission to approx. 350 other science centers and museums nationwide

The California Science Center Foundation is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, religion or creed, gender or gender identity, sexual orientation, marital status, age, veteran status, disability or any other legally protected status recognized by federal, state or local law with respect to employment opportunities. Netzel Grigsby Associates has been retained by the California Science Center Foundation to support the search for the incoming Campaign Director.

To Apply: Email your cover letter and resume to CSCF@netzelgrigsby.com with **Campaign Director Application** in the subject line.