



Development Director

Our Culture: Why work with us?

CATA is about creating the community we believe in: one that recognizes the value of all of its members. We are a cohesive team, with an organizational culture rooted in curiosity, generosity, gratitude, and accountability. We are bold, creative, and innovative, inspired and led by our shared mission and strategic goals. Our leadership style is marked by a blend of transparency, accessibility, authenticity, and a deep dedication to fostering the growth and development of our team.

Who We Are :

Community Access to the Arts (CATA) is an innovative nonprofit that nurtures and celebrates the creativity of people with disabilities. Poised to continue our exciting growth, CATA boasts a beautiful new building, robust community partnerships, dynamic programs, strong equity initiatives, exceptional financial planning, and loyal donor retention. For 30 years, CATA has been a trailblazer in artistic inclusion. In CATA's powerful arts programs, children, teens, and adults with disabilities explore new interests and express themselves creatively, developing personally and artistically through dance, theater, singing, drumming, juggling, painting, yoga, creative writing, and more. Their vibrant work is showcased in CATA's public events – dynamic performances, readings, and art exhibits – presented in collaboration with premier cultural institutions in the Berkshires including The Clark Art Institute, Shakespeare & Company, and The Mount. Located in Great Barrington MA, CATA has an annual budget of \$2.4M. CATA is led by a dedicated team of 15 full-time staff with 25 part-time teaching faculty and a 17-member board of directors. www.cataarts.org

Who You Are:

As a collaborative and visionary fundraiser, you are prepared to lead with enthusiasm and passion, bringing people together to achieve shared goals. Your leadership will not only shape our fundraising landscape but expand opportunities for our artists with disabilities. You are eager to leverage your fundraising prowess for a mission that transforms lives. Your relationship-building skills will inspire others to support our work and fuel our journey towards a more inclusive, artistically vibrant future.

A day in the life of this role:

This role represents a unique opportunity to lead fundraising at a trailblazing arts organization that has achieved significant growth in its programs, public presence, and philanthropic support. As a pivotal partner to the Executive Director, you'll craft and spearhead our philanthropic strategy and lead a growing development team, nurturing our expanding donor base. Reporting directly to the Executive Director, you will be a key decision-maker and influencer. You will supervise a talented team, including the Development Project Manager, Development Coordinator, and Grantwriter.

Your Mission: Make a lasting impact as an experienced fundraiser, building on CATA's strong relationships with donors. With a stunning new facility, powerful community partnerships, groundbreaking programs, and a robust commitment to equity, CATA is geared up for phenomenal growth.

Fundraising Leadership: You will drive our development program, raising more than \$2 million in annual contributions, and growing relationships with major donors. Your strategic acumen will not only support our operational needs but also lay the groundwork for CATA's future capital campaigns.

Donor Relationship Mastery: Under your guidance, the Development team will deepen connections with our generous donors, ensuring sustained support and fostering major gifts.

Responsibilities:

- Develop and execute comprehensive, multi-year fundraising strategies to increase gifts year over year and nurture donors' generosity in alignment with the strategic plan
- Lead CATA's Major Gifts and Planned Giving Programs, developing strategies for high-capacity donors and funders in partnership with the ED
- Cultivate, solicit, and steward donors with capacity for six and seven figure gifts, managing a portfolio of 100+ donors and prospects while also supporting the ED's prospect list and pipeline; prepare compelling, personalized proposals for high-capacity donors; ensure that relationships with prospective and current donors are nurtured through face-to-face meetings, phone calls, special events, and other modes of contact
- Oversee grant writer and review and edit priority proposals and reports for institutional funders; steward and cultivate high-capacity institutional funders
- Lead the development team to reach financial targets and achieve goals, inspiring creativity, collaboration, and problem-solving through effective management strategies
- Provide support for board members' efforts to nurture donor relationships and generate significant gifts, and guide the work of the board development committee
- Partner with the ED and board to plan and strategize CATA's next capital campaign, working with outside consultant to conduct feasibility study
- Serve on staff senior leadership team and work collaboratively with directors in program, communications, finance and administration on high-level projects
- Support CATA's equity work through fundraising initiatives and actively participate in DEIA trainings and planning to uphold equity commitments
- Represent the organization at events and meetings

What we need from you:

- Significant experience in nonprofit fundraising with demonstrated success building donor relationships and closing major gifts of \$10,000+
- Comprehensive management experience including short and long-term planning, directing a team, and managing budgets
- Demonstrated ability to work collaboratively in a team setting
- Superb written, verbal, and interpersonal skills
- Knowledge of fundraising best practices including ethics, research and cultivation, face-to-face solicitation, proposal writing, special events, phone solicitation, direct mail, gift processing, and fundraising reporting
- Proficiency in Google Suite, MS Office, CRM software, donor databases and other fundraising technology
- Ability to relate to a diverse range of people, exercise cultural competence, and further diversity, equity, and inclusion in the workplace
- Must have reliable transportation to Great Barrington, MA. Local travel is required to meet with donors and attend CATA events, with mileage reimbursement available.
- COVID vaccination required of all CATA employees

Benefits and Compensation:

The Development Director is a full-time exempt position.-Salary is commensurate with relevant experience, within the framework of the organization's operating budget, and in the range of \$80,000 - \$90,000 annually. An excellent benefits package includes:

- 100% employer-paid health & dental insurance premiums for employees (retroactively effective to hire date)
- Family health and dental packages
- Retirement savings program of 401k plan with 4% employer match
- Generous paid vacation (80 hours in first year increasing to 120 hours after second year) plus separate sick time
- Paid holidays including all federal holidays plus days before and after Thanksgiving; three extra December days, two floating religious holidays, birthday holiday, and extra "restorative week"

How to Apply

Candidates should send a resume and a cover letter that describes how their qualifications and experience match the need. Apply here: <https://www.applicantpro.com/openings/cataarts/jobs>
All inquiries and materials will be confidential.

CATA is an Equal Employment Opportunity employer and actively seeks a diverse pool of candidates. CATA welcomes people from all racial and ethnic backgrounds, abilities, gender identities, religions, ages, and sexual orientations to apply.

Apply by: Position posted until filled.