



Role: Director of Advancement

Employment Type: *Consultant / Flexible*

Location: *WAM Theatre – Lenox, MA*

Reports to: *Managing Director*

Start Date:

About WAM Theatre:

For over 17 years, WAM has been using storytelling and advocacy to create critically acclaimed theatrical productions that center women and girls. Based in Western Massachusetts, our work extends far beyond the stage—we partner with community organizations and thought leaders on the front lines of gender and racial justice to expand access to safety, health, education, creative expression, and financial opportunity for those who need it most. As we expand to deepen our programming and impact, WAM is seeking mission-driven leaders to join our team. This is a unique opportunity to contribute to a cross-functional organization that empowers women artists to create real-world change for women and girls. We are looking for individuals who understand how storytelling and the arts can transform culture, influence policy, and advance gender equity, and who are excited to collaborate across disciplines to strengthen a theater dedicated to empowerment, advocacy, and social impact.

About this Role:

Director of Advancement

Position Overview: This Development role is dedicated to **major gifts and institutional fundraising** to advance WAM’s mission of empowering women and girls through the arts. The person in this role will be a key team contributor, their work will cultivate and steward major donors, develop institutional support through grants and foundations, and advance philanthropic strategies that strengthen WAM’s fundraising capacity. This position manages the donor pipeline, supports fundraising campaigns and events, ensures timely reporting, and works closely with the Managing Director and Artistic Director to engage high-level donors and institutional partners. This is an exciting opportunity for a development professional who is passionate about **strategic relationship-building, advancing gender equity, and using philanthropy to fuel social change through the arts.**

Key Responsibilities:

Institutional Giving



- Identify, cultivate, and sustain relationships with foundation staff and grantors.
- Research, write, and manage grant proposals and reports including future foundation and corporate partners.
- Explore institutional funding opportunities in gender equity, women's leadership, girls' empowerment, and related areas.

Donor Cultivation & Stewardship

- Work in collaboration with the Managing Director to cultivate major donors by preparing materials, conducting research, and managing follow-up.
- Develop donor recognition programs and personalized stewardship strategies, including ensuring supporter recognition across all materials in collaboration with the wider team.

Database & Reporting

- Update donor records and track giving trends.
- Produce fundraising reports, dashboards, and impact storytelling for staff and board.

Events & Campaigns

- Partner with the Managing Director and Comms Manager to plan and execute fundraising campaigns and donor events.
- Support logistics, coordination, and internal/external materials for cultivation activities.

Additional Duties

- The responsibilities outlined in this job description are not exhaustive and may evolve over time. The employee may be required to perform additional duties as assigned, consistent with the overall scope and responsibilities of the position.

Compensation & Benefits

Compensation, work schedule, and benefits to be negotiated based on role title and structure. This position could be consulting, project based or part-time position with an annual salary / project range of \$15k-\$30k in 2026, compensation based on workload and position structure, with room for the position to grow in 2027 and beyond.



WAM Theatre staff receive health insurance, generous time off, retirement, technology stipend and travel reimbursement for staff.

WAM Theatre is actively involved in a Pay Equity Initiative through the Berkshire Taconic Community Foundation. Our organization strives for pay equity, transparency, and a living wage for all our employees and artists. To view the living wage in Berkshire County (per working adult, single or in a family) visit the MIT Living Wage Calculator.

How to Apply:

Interested candidates should submit a resume, cover letter, 1-2 professional references to careers@wamtheatre.com with the subject line "Director of Advancement" Applications will be accepted on a rolling basis until the position is filled. WAM encourages applicants to share in writing how their work and life experience applies to the above listed requirements and qualifications and how it prepares you for the areas of accountability for the position.

Equal Opportunity Employer

Research indicates that men apply for jobs when they fulfill an average of 60% of the criteria, while individuals from historically oppressed communities tend to apply only if they meet every requirement. WAM Theatre is committed to creating, maintaining and learning about a diverse and inclusive working space and is proud to be an equal opportunity employer. If you believe that you could excel in this role, we encourage you to apply.

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, creed, national origin including ancestry, ethnicity, sex including pregnancy, gender, gender identity, gender expression, and transgender status, gender, disability, alienage or citizenship status, military status, including past, current, or prospective service in the uniformed services, genetic information, predisposing genetic characteristics, marital status, domestic violence victim status, familial status, actual or perceived sexual orientation.



More Info

For more information about WAM Theatre and our mission, please visit www.wamtheatre.com.
We look forward to receiving your application!