

JOB DESCRIPTION
Owensboro Museum of Fine Art
DEVELOPMENT DIRECTOR

FUNCTION:

The Development Director will be responsible for designing and implementing a development strategy for the Owensboro Museum of Fine Art, responsible for achieving fundraising goals, and leveraging key relationships within the public, private and corporate sectors

RESPONSIBILITIES:

- Develop and implement an annual development plan and strategy for short and long term financial support
- Design and implement all operating and capital fundraising activities
- Lead and manage overall development efforts to raise operating and program support for each fiscal year
- Engage Board and Staff to support fundraising and marketing efforts and develop and manage Board of Directors' participation in fundraising efforts
- Cultivate and nurture relationships with current and potential corporate, foundation and individual donors
- Manage existing funding programs, including Corporate Sponsorships, Public Program Fund and Friends of the Foundation, identifying and securing donors and engaging them in ongoing commitments
- Seek granting sources, write grants and proposals to corporate, foundation and government funders
- Develop a planned giving program; cultivate prospects and secure planned and long-term gifts
- In cooperation with the Museum Director and Director of Marketing, develop and implement comprehensive marketing and public relations strategy
- Supervise and coordinate database and records regarding development activities

EDUCATION:

Bachelor's degree and/or 5 years prior development experience.

QUALIFICATIONS:

- Prior experience with institutional development practices or 5-10 years of direct sales or business development experience
- Proven track record of achieving revenue targets
- Proven management and leadership capabilities
- Experience working with senior-level executives in a corporate environment
- High energy, positive, “can-do” attitude, flexibility, teamwork, and attention to detail
- High degree of initiative
- Strong verbal communication skills and demonstrated ability to write clearly and persuasively
- Demonstrated ability to think strategically and thorough understanding of strategic development
- Demonstrated ability to cultivate and manage new prospects
- Thorough understanding of all components of a diversified funding base
- Proficiency in industry-standard fundraising software

HOW TO APPLY:

Send Resume to:
Owensboro Museum of Fine Art
910 Frederica Street
Owensboro, KY 42301