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POSITION: Director of Development, Individual Giving & Major Gifts
REPORTS TO: Managing Director
JOB TYPE: Full-Time

THE COMPANY

Ballet BC, founded in 1986, is Canada's leading contemporary dance company. Committed to creating innovative and transformative works, the organization collaborates with globally recognized choreographers and provides opportunities for emerging creators. Located on Granville Island in Vancouver, Ballet BC is the largest dance organization in British Columbia, contributing to the cultural vibrancy of the region. The company performs locally at the Queen Elizabeth Theatre and is renowned internationally, with engagements in Los Angeles, New York, London, and Paris.

THE POSITION

After a successful Capital Campaign and relocation to a state-of-the-art facility, Ballet BC is seeking an experienced development professional to lead individual giving programs during a period of transformational growth. Reporting directly to the Managing Director, the role is part of the company's leadership team and collaborates closely with other senior roles in government and corporate support, events, and marketing.

KEY RESPONSIBILITIES

Major Donor Cultivation and Solicitation

- Manage a portfolio of 200 current donors, developing personalized cultivation and solicitation strategies.
- Create strategies for blended giving options, including legacy gifts.
- Collaborate with the Board of Directors, Fundraising Committee, Managing Director, and Artistic Director on moves management, focusing on growing the major donor base.
- Set annual targets and manage the budget accordingly.

Donor Stewardship

- Develop and implement personalized stewardship plans for major donors, emphasizing relationship-building.
- Leverage our performance season and new home to create meaningful engagement events.
- Ensure timely recognition of donations and provide up-to-date segmentation for all departments.

- Collaborate with the Director of Events and Special Projects to build a comprehensive series of donor benefits and fulfill them.
- Maintain ongoing communication with donors to understand their giving preferences and keep them updated on the organization's achievements.

Collaboration

- Liaise regularly with the finance team and Development Coordinator to ensure up to date tracking and recognition of gifts.
- Collaborate with the marketing team to align departmental communication schedules and to develop compelling messaging.
- Work closely with key board members on donor cycle management.
- Utilize board knowledge to facilitate complex giving.
- Provide guidance and support to the Development Coordinator.

Qualifications

- Bachelor's degree in a relevant field (such as nonprofit management, business administration, arts administration, or a related discipline).
- Proven track record in fundraising, particularly in major gifts and individual donor cultivation and stewardship.
- Knowledge of fundraising strategies and best practices, and a proven ability to develop and implement strategic fundraising plans.
- Familiarity with planned giving and other types of fundraising mechanisms.
- Excellent communication skills and the ability to cultivate and maintain relationships with major donors, board members, and other stakeholders.
- Strong networking skills to build connections within the philanthropic community.
- Passion for and knowledge of the arts and their importance in communities as well as an understanding of the challenges and opportunities specific to the arts and cultural sector.
- Ability to analyze financial data and use it to inform fundraising strategies as well as an understanding of nonprofit financial management and budgeting.
- Ability to leverage technology for effective donor communication and management.
- Ability to adapt to changing circumstances and priorities.
- Commitment to high ethical standards in fundraising and donor relations.
- Strong alignment with the organization's mission and values.

Salary range: \$100,000-\$110,000, commensurate with experience.

Please send your CV and letter of intent by noon on December 8, 2023 via email to:
hr@balletbc.com

Ballet BC is an equal opportunity employer that fosters an inclusive, equitable and accessible environment. We thank all applicants for their interest in Ballet BC; however, only those candidates selected for an interview will be contacted.