

Head of Fundraising & Institutional Storytelling

Reports to: Executive Director

Classification: Full-time Exempt

Salary: \$100,000

Benefits: We offer comprehensive benefits including employer contribution to health, dental and vision insurance; pre-tax flexible savings accounts for commuter, medical & dependent care; paid vacation & personal time off; Summer Fridays and professional development opportunities.

Location: Hybrid work schedule with a minimum of 3 scheduled days a week in our office space in DUMBO, with additional in-person requirements as required.

ABOUT BROOKLYN ARTS COUNCIL

Celebrating more than 50 years of service, historically Brooklyn Arts Council (BAC) is the borough's leading nonprofit organization supporting artists and cultural groups in all disciplines. BAC is committed to serving the arts ecosystem through grants, professional development, cultural heritage programming, and arts education. By creating and supporting cultural events and platforms for Brooklynites, BAC provides forums for critical thinking and self-expression, enriches Brooklyn's cultural landscape, and generates experiences that expand horizons. In 2023 Rasu Jilani was named as the new Executive Director of Brooklyn Arts Council and the organization is now in an exciting and pivotal period of transformation and new leadership.

BAC'S VALUES

We strive to foster a diverse, inclusive, and equitable workplace where our employees and volunteers – whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, or ability – feel valued and respected.

We are committed to being a nondiscriminatory organization that provides equal opportunity for employment and advancement in our programs and at our worksites. We respect and value diverse life experiences and heritages, and work to ensure that all voices are valued and heard. We are committed to modeling diversity and inclusion for the arts community in Brooklyn, and to maintaining an inclusive environment with equitable treatment for all.

Brooklyn Arts Council prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status.

POSITION OVERVIEW

The Head of Fundraising and Institutional Storytelling is a dynamic and visionary individual, capable of enhancing BAC's narrative and securing the financial support essential for our mission. The ideal candidate will possess a deep understanding of the arts, a commitment to social justice, and the ability to integrate these principles into BAC's fundraising and communication strategies.

The Head of Fundraising and Institutional Storytelling will supervise the Development Manager and Communications Manager and have the opportunity to shape the growth of the department in line with the organization's new strategic vision and leadership.

RESPONSIBILITIES

Fundraising Excellence and Donor Engagement:

- Design and execute a comprehensive annual fundraising plan aimed at significantly increasing both institutional and individual giving; identifying new funding opportunities; optimizing current revenue streams and ensuring a diversified funding base for sustainability and growth.
- Develop and maintain strong relationships with a wide range of donors and stakeholders, from individual contributors to major philanthropic organizations, ensuring they are fully engaged and understand the impact of their support.
- Lead the planning and execution of major fundraising campaigns and events, overseeing all aspects from conception to delivery, ensuring they align with BAC's mission and financial goals.

Communications and Institutional Storytelling:

- Direct the strategic oversight of all external communications, ensuring BAC's mission, vision, and activities are presented with coherence and creativity across various platforms, including digital media, print materials, and public relations efforts.
- Work with the Communications Manager to produce engaging, innovative content that positions BAC as a leader in the arts sector, leveraging stories, achievements, and the transformative power of the arts within the community.
- Spearhead public relations campaigns and manage strategic partnerships to enhance BAC's visibility, impact, and leadership in the cultural field.

Advocacy, Policy Engagement, and Reporting:

- Champion BAC's role in the arts and cultural policy landscape, navigating government relations and advocacy efforts to position BAC as a key voice in shaping cultural policy and funding priorities.
- Oversee comprehensive stewardship and reporting for all fundraising activities, including meticulous management of government contracts, grants, and donor communications, ensuring accountability and transparency.

- Lead the development and implementation of advocacy strategies, engaging with government entities, elected officials, and policymakers to advance BAC's mission and impact.

Strategic Development and Leadership:

- Support the Executive Director in refining and executing the organization's strategic vision, focusing on innovative new fundraising models and a compelling new institutional narrative that aligns with our mission and growth objectives.
- Oversee the development department, managing and expanding a team dedicated to fundraising, communications, and donor relations. This includes setting clear team goals, fostering professional development, and ensuring a cohesive, productive department.
- Serve as a key liaison to the Board of Directors, actively participating in board development and engaging board members in fundraising and advocacy efforts.

DESIRED SKILLS & EXPERTISE

- Bachelor's degree required; Master's degree; further advanced learning or comparable experience in a relevant field preferred.
- At least seven years of progressive experience in development, fundraising, and/or communications within the nonprofit, commercial/corporate, arts, or cultural sectors.
- Demonstrated leadership ability, with a track record of managing and inspiring a diverse team towards achieving ambitious goals.
- Proven success in developing and executing fundraising strategies that have significantly increased revenue streams from a variety of sources, including grants, major gifts, and events.
- Strong network within the philanthropic, arts, and cultural communities, with a history of building productive relationships with donors, partners, and stakeholders.
- Excellent communication skills, both written and verbal, with the ability to craft compelling narratives that engage a wide range of audiences.
- Proficiency in CRM systems, including Salesforce, Microsoft SharePoint, and Adobe Creative Suite, alongside a strategic approach to data management and analysis.

TO APPLY

Please submit your resume and cover letter combined as a single PDF to jobs@brooklynartscouncil.org with 'Head of Fundraising - [Your full name]' in the subject line.

The deadline for application submissions is EOB May 10, 2024, as we aim to finalize the appointment by July 1, 2024. We will be reviewing applications on a rolling basis up until the deadline.

Interviews are scheduled to take place from mid-May through June, allowing for a comprehensive selection process to identify the ideal candidate for this pivotal role.