

Position Title: Development Director
Organization: Evansville Philharmonic Orchestra

Location: Evansville, Indiana

Type:
Full Time (Exempt) - Experienced

Required Education: 4 Year Degree

Position Summary: The successful candidate will develop and implement a comprehensive plan to meet the Evansville Philharmonic's annual fundraising goals from individuals, corporations, foundations, and government agencies. Specific areas of responsibility and accountability include but are not limited to the annual Philharmonic Fund, sponsorships for concerts and guest artists, individual/corporate underwriting for educational, outreach and other programs, and primary staff liaison between the Orchestra and the Evansville Philharmonic Guild. (S)he will work closely with the Director of Marketing and Special Events on fundraising projects including opening night gala, and all donor cultivation receptions and activities. (S)he will also coordinate the preparation of all grant proposals and the production of all written materials related to fundraising. In addition, (s)he will work closely with the Executive Director and Music Director to identify prospects and coordinate opportunities for major and planned gifts.

Position Requirements:

- Highly motivated and detail/goal/results oriented
- Minimum of three years successful experience in development/fundraising
- Belief in and ability to communicate the mission of the Orchestra to multiple constituencies
- Ability to work in a collaborative team environment
- Excellent communication and interpersonal skills
- Proficiency in Microsoft Office programs, especially Word, Excel, and PowerPoint
- Proficiency in PatronManager desired but not required
- Ability to manage competing priorities and multiple deadlines

NOTES: Compensation includes base salary, benefit package including life, health and disability insurance, and negotiable bonus plan.

Submit letter of interest and resume to: gwagner@evansvillephilharmonic.org