**McColl Center for Art + Innovation**

**Vice President, Development**

Located in uptown Charlotte, North Carolina, McColl Center for Art + Innovation is a dynamic contemporary art center and nationally respected urban artist-in-residence program that engages artists from around the world in its programs. McColl Center is committed to providing stimulating and innovative programs to the community and highly supportive residency experiences for its artists. Additionally, it endeavors to connect with local creatives in unique and meaningful ways through an artist co-op, studio rentals, community engagement, and special projects.

With the core value that artists and art are catalysts for change, we believe that the work of artists can advance conversations around important contemporary issues. The organization has established strong community partnerships to engage artists in those conversations. We also embrace diversity, equity, inclusion and collaboration as core values and a strategy to advance artists and community. The organization works to create a welcoming space for everyone by respecting the creativity, ideas, beliefs, cultures, identities, and lived experiences of all artists, volunteers, stakeholders, visitors, staff, and partners, and assume the good intentions of those with whom we collaborate and interact.

**The Opportunity**

Reporting to the President + CEO, the Vice President, Development serves as a front-line fundraiser responsible for identification, cultivation, solicitation, and stewardship of donors to advance the mission and strategic goals of McColl Center. The VP works closely with the President + CEO and serves as a member of the Senior Leadership Team while managing development department staff. In this role, the VP will create and implement annual work plans for fundraising objectives to accomplish organizational goals in the following areas: annual fund/membership giving, special events, grants, sponsorships, and major gifts.

The target audience includes individuals, corporations, foundations, state and federal government, and alumni artists. The VP will be innovative in their approach while also understanding best practices, reporting, and documentation requirements, excel in goal attainment, minimize risk, and maximize outcomes. They will also work closely with the Creative Director, marketing, and communications to collaboratively support their efforts.

**Responsibilities**

External Relations & Planning

* In conjunction with the President + CEO, design and implement a multi-year development strategy with clear objectives and timelines to support a $1.3 million fundraising goal
* Identify a portfolio of corporate donors and sponsorship opportunities to manage to maximize results
* Engage with the Board of Directors and the Development Committee to leverage their support and networks for revenue generation
* Represent McColl Center and the artists it serves by attending internal and external events to network and build McColl Center’s brand with potential donors, artist partners, and community members
* Plan and execute McColl Center’s fundraising events to generate revenue, build relationships, and make a case for support
* Create and sustain relationships with key philanthropic organizations and grantmakers including the Arts and Science Council, Bank of America, Foundation For The Carolinas, the North Carolina Arts Council, National Endowment for the Arts, and other funders
* Conduct regular meetings to build and maintain relationships with major gift donors and prospects
* Develop and maintain knowledge of best practices in the cultural and nonprofit sectors as well as the field of philanthropy

Data Driven Decision Making and Management

* Spearhead all fundraising programs and activities of the organization, including efforts in donor identification, cultivation, solicitation, recognition, stewardship, and retention, to maximize revenue and meet goals
* Utilize best practices in donor cultivation and stewardship to ensure the President + CEO is well-positioned with ask dates, ask amounts, relevant research, and expected gift close dates
* Develop and own the annual budget for contributed revenue and expenses while evaluating monthly accountability reports about the organization’s fundraising operations
* Evaluate and analyze effectiveness of fundraising strategies for growing support
* Maintain the highest level of integrity and confidentiality of donor and prospect information
* Oversee efforts to leverage Altru software to ensure donor and prospect records are well-maintained and accurate
* Oversee the development and maintenance of gift processing, donor relations, and prospect management policies and procedures to ensure the accuracy and quality of information and stewardship practices
* Participate in grantwriting and reporting efforts in conjunction with the President + CEO, the Program and Finance Teams, and contract grant writers
* Support the efforts of development staff to build the base of individual members

Internal Relations

* Maintain a close relationship with the Marketing Team to establish a shared marketing and fundraising plan for individual gifts, leveraging social media and a robust corporate sponsorship program
* Work with the Finance Team to reconcile and review advancement financial reports on a weekly, month-end and year-end basis to ensure accuracy of donor contributions and advancement expenses.
* With the Creative Director, match donor interests with the funding opportunities presented by artists and programs
* Supervise direct reports and consultants and provide coaching to achieve goals, maintain high morale, and retention
* Serve in a leadership capacity on cross-functional teams to collaboratively achieve results for implementing the strategic plan
* Provide support as assigned for additional McColl Center activities

**Qualifications**

* Exceptional leadership, interpersonal, oral, and written communication skills
* Ability to work evenings and weekends and manage a busy schedule
* Skilled speaker and writer who balances listening with talking, connects with a variety of individuals / groups, and influences others
* Possesses knowledge of development best practices to meet goals and educates staff and board members
* Minimum of a bachelor’s degree
* Seven years of development experience preferred with a proven track record in actively securing gifts and grants from individuals, corporations, and foundations
* Demonstrated experience managing project budgets that contribute to the organization’s fiscal health

**To Apply**

We are committed to cultivating a workplace in which diverse perspectives and experiences are welcomed and respected. We are proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, creed, ancestry, national origin, sex, age, disability, marital or veteran status, sexual orientation, gender identity, political ideology, or membership in any other legally protected class. We strongly encourage individuals with diverse backgrounds to apply. Elinvar has been retained to conduct this search. Please send a cover letter and resume (in a Word document) to gerri@elinvar.com. We will accept resumes until the position is filled and encourage you to apply as soon as possible.