**Position announcement: Vice President, Fund Development & Planning**

**Levine Museum of the New South**

Levine Museum of the New South seeks an experienced fund raising professional to serve as Vice President of Fund Development and Planning. As a member of the senior management team, the Vice President of Fund Development and Planning manages the institution’s Development program and provides strategic direction for the Museum’s fund development efforts at a time of transformational change in museums and in the neighborhood in which the Museum resides.

Reporting to the President & CEO, the Vice President of Fund Development and Planning manages traditional philanthropic programs aimed at identifying, soliciting, and stewarding $1.5m in contributed support annually. Responsibilities include:

* Leading a team of professionals in planning and managing programs aimed at cultivating and retaining individual gifts from major donors and grassroots supporters, attracting corporate sponsorships, and soliciting public and private grants;
* Overseeing the planning and execution of fund raising events;
* Working with the Marketing team to collect and analyze critical audience and donor data and using those data to raise public awareness and build support;
* Collaborating with Audience Engagement staff to secure sponsorships for exhibits and programs;
* Managing research, application, and reporting for the Arts & Science Council’s basic operating grant and other grants;
* Serving as staff liaison to the Board Development Committee, providing support for Board-led fund raising activities.

In addition, the Vice President of Fund Development and Planning works with staff and board leadership to explore new ways to ensure the Museum’s financial health through non-traditional partnerships and fund development opportunities. Participates in the selection of planning consultants and manages relationships, schedules, and deliverables. Represents the Museum at external meetings, events, and programs.

Qualifications:

* 7-10 years of experience in nonprofit fund development and management;
* A record of innovation, strategic thinking, and leadership;
* Experience in soliciting and stewarding major donors, preferably in the Charlotte-Mecklenburg area;
* Demonstrated ability to forge partnerships and develop relationships between the institution and key community constituents;
* Excellent oral and written communications skills;
* Experience in working with board members, corporate and foundation executives, civic leaders, consultants, and advisors;
* Familiarity with Blackbaud and/or Altru desirable;
* A passion for the Museum’s mission, history, and education.

Levine Museum of the New South uses history to build community through exhibits, programs, and experiences, within our walls and beyond, that help audiences understand their world today in the context of yesterday and think about their roles in shaping the New South of the future. Levine Museum of the New South is dedicated to the values of scholarship, service, collaboration, inclusivity, and fiscal responsibility.

Please apply directly online to Lindsay Fairbrother, [lfairbrother@museumofthenewsouth.org](mailto:lfairbrother@museumofthenewsouth.org), and include a thoughtful cover letter, resume, and salary requirements. Please indicate how and where you learned of this opportunity.