

Santa Barbara Symphony seeking Vice President of Advancement

The [Santa Barbara Symphony](#) in Santa Barbara, CA is seeking a dynamic and experienced development professional.

POSITION SUMMARY

The Vice President of Advancement is a key member of the leadership team, promoting the mission of the Santa Barbara Symphony to drive contributed revenue through the annual fund, major gifts, sponsorships, events, planned giving, and the endowment.

Managing a team of three, this professional will lead and inspire the team to meet or exceed an annual contributed revenue goal of \$2 million.

The successful candidate cherishes cultivating and maintaining productive relationships with donors, and possesses a proven ability to inspire and motivate others as a leader and fundraiser. This is a terrific opportunity for an experienced fundraising professional to drive contributed giving levels, launch an endowment campaign and own the process of developing a planned giving program – all within the picture perfect setting of Santa Barbara.

The culture of the Santa Barbara Symphony is one in which team members are empowered to work independently and collaboratively while being accountable and results-oriented. You will work with a team of highly functioning professionals who work independently and collaboratively with the staff, Executive Director, Board and volunteers.

PRINCIPAL DUTIES AND RESPONSIBILITIES

Annual Fund & Major Gifts:

Responsible for driving \$2 million in contributed revenue annually through the annual fund, sponsorships, corporate giving, foundations, government grants and events.

- Cultivate, steward and solicit donations to reach Annual Fund and other contributed revenue organizational goals
- Secure major gifts in partnership with the Development Committee.
- Create, develop, and enrich donor relationships in partnership with the Executive Director, staff and Board.
- Work with the Board of Directors to identify, cultivate, solicit and steward donors. Plan, coordinate and manage fundraising events.
- Develop compelling donor materials and communications that build a strong but simple case for support.
- Create and ensure the execution of donor gift acknowledgements.
- Manage the success and professional development of direct reports including an Development Manager/Data Base Manger, Donor Services Associate, and Grant Writer, providing clear direction, strategy and vision to attain institutional goals.

Corporate Giving and Endowment:

- Develop a Corporate Giving Program within the Annual Fund.
- Grow and strengthen committees related to maximizing philanthropic revenue from the regional business community and other opportunities to expand business relationships.
- Work with the Executive Director to identify and solicit a broad range of sponsorships.

- Seek advanced underwriting for other expense categories, including donor events, post-concert and intermission receptions, Annual Meeting, First-Time Subscribers Reception, and other activities.
- Identify top prospects and solicit current and planned gifts to grow the Endowment Fund
- Develop and maintain policies for Endowment gifts and pledges.

Planned Giving:

Develop and implement a planned giving program.

Grant Writing:

Maintain and expand Foundation funding relationships and oversee successful grant applications and expansion of support.

Reporting & Achievement Metrics:

- Oversee the database in Tessitura of donor records to ensure accuracy and up-to-date information.
- Create and oversee the production of weekly contributed revenue reports by category against goal.
- Work with finance to ensure accurate reporting, reconciliation and timely collection of pledges.
- Analyze current development reports to evaluate and modify to ensure efficient and effective communications.
- Create and maintain a timeline for all solicitation, stewardship and donor cultivation correspondence as well as concert events open rehearsals, receptions, dinners, luncheons, League events, Youth Symphony, etc.
- Ensure accurate records in our databases and confirm institution-wide compliance reflecting all terms.

QUALIFICATIONS

- Minimum 5 years of Development experience, including planned giving and corporate giving
- Experience identifying, cultivating, soliciting, and stewarding relationships
- Proven experience successfully closing major gifts and managing an annual fund
- Strong understanding of interpersonal dynamics
- Superb written, verbal, management, and organizational skills
- Experience with developing and managing budgets
- Skilled in dealing with colleagues, subscribers, and the public
- Computer skills, knowledge of social media, training on Tessitura preferred
- Bachelor's Degree required; advanced degree a plus

TOP 100 BEST PLACES TO LIVE

One of most beautiful cities in California, Santa Barbara has the arts and culture of a big city with the hospitality and charm of a small, coastal town. Beyond the city's picture-perfect scenery, Santa Barbara is a haven for classical music lovers, hosting several performing arts venues, a symphony orchestra, and many non-profit classical musical groups. The art galleries, world-class museums, and historic theaters create a thriving arts scene in downtown Santa Barbara, ranked as one of the Top 100 Best Places to Live.

To apply to this position, please submit your cover letter, resume and a writing sample to Kevin A. Marvin, Executive Director at kmarvin@thesymphony.org . Please specify you're applying to the Advancement position for the Santa Barbara Symphony.