

The Los Angeles Philharmonic Association is currently seeking a:
Senior Major Gifts Officer

Founded in 1919, the Los Angeles Philharmonic Association's mission is to perform, present, and promote music in its varied forms at the highest level of excellence to a diverse and large audience, both at the Walt Disney Concert Hall and the Hollywood Bowl. The Los Angeles Philharmonic Association is dedicated to continuing its pre-eminent status in the music world of the 21st century.

Position Summary:

The Senior Major Gifts Officer (SMGO), reporting to the Associate Director of Major Gifts, will develop and implement strategies to secure financial support from a portfolio of donor prospects identified with the capacity and inclination to make major gifts in support of the LA Phil. The SMGO will have a dynamic and diverse portfolio of 100-120 individuals capable of contributing to the annual Major Gifts team goal of \$7M. Key responsibilities include identification, engagement, solicitation, and stewardship of prospects capable of making gifts of \$15,000 and more, with increased emphasis and activity on gifts of \$25,000, \$50,000, and \$100,000 annually.

Position Elements:

- Participate in all aspects of the gift cycle in the prospect management for their portfolio:
 - Initiate contact with potential major gift and leadership level donors; develop appropriate cultivation strategies.
 - Encourage potential donors in an appropriate and timely fashion toward solicitation and closure. This includes drafting and presenting gift proposal strategies, as well as conducting solicitation conversations and meetings, collaborating with additional staff and Executive Team, where appropriate.
 - Maintain stewardship contacts with donors; demonstrate empathetic disposition, and perseverance; reflect optimistic and positive attitude, and convey sensitivity to the needs of donors and prospects
- Manage all prospect activities for their portfolio of 100-120 individuals
- Leverage the Tessitura donor system to document all prospect contacts in a timely manner to ensure positive and purposeful prospect and donor relations as conducted by the Major Gift team as well as the Development department
- Focus on securing support for a set of organization-wide priorities that include unrestricted annual support, special projects, capital improvements, and endowment
- Work with planned giving colleagues to identify new planned giving prospects and/or confirm planned gifts from the Major Gifts portfolio as part of overall giving strategies for the campaign and beyond
- Work collaboratively with and in support of other Major Gifts Officers, the development team, and other LA Phil employees as needed to cultivate and solicit donors for organizational priorities
- Offer prospect strategy counsel to staff as required. Be a resource for other development staff, including identifying potential connections, as appropriate
- Other duties as assigned

Position Requirements:

- A minimum of 5 years of proven experience in major gift fundraising, preferably in the arts, raising six-figure annual gifts
- Successful experience developing cultivation and solicitation strategies for varying gift levels

- Broad knowledge of the principles of fundraising; a background in annual and planned giving a plus
- Dedication to promoting the Association's priorities through developing excellent relationships with staff, board members, and the development department
- A demonstrated record of completing assignments, including timely documentation of donor contacts in the development database
- Music / Arts background and knowledge of the Los Angeles philanthropic community a plus
- Excellent oral, written, and interpersonal skills
- Strong organizational and strategic planning skills, including but not limited to problem solving, research, and analytical skills
- Must be self-motivated, creative, and have great attention to detail
- Must be comfortable and proficient with technology including Microsoft Office Suite, internet-based collaborative applications, social media, and donor software. Experience and knowledge of Tessitura highly desirable
- Maintain confidentiality and accuracy with respect to all donors and prospect information
- Flexibility to work evenings and weekends

How to apply:

Complete the online application by clicking [here](#).

- Complete the application with all pertinent information.
- At the end of the application, a confirmation page will appear when your submission has been successful

The Los Angeles Philharmonic Association will consider for employment qualified Applicants with Criminal Histories in a manner consistent with the requirements of the FCIHO.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Los Angeles Philharmonic Association embraces and is committed to diversity and inclusion within our staff, musicians, guest artists, audiences, and surrounding communities. The Association does not discriminate on the basis of race, color, religion, religious creed (including religious dress and religious grooming), sex (including pregnancy, perceived pregnancy, childbirth, breastfeeding, or related medical conditions), sexual orientation, national origin, ancestry, citizenship, age, physical or mental disability, legally protected medical condition or information, genetic information, marital status, gender, gender identity, gender expression, military status, veteran status, or any other basis protected by federal, state, or local law. Consistent with the law, the Association also provides reasonable accommodation for disabled applicants and employees in accordance with the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act, for pregnant employees who request an accommodation with the advice of their health care providers, for pregnancy, childbirth or related medical conditions; for employees who are victims of domestic violence, sexual assault or stalking; and for applicants and employees based on their religious beliefs and practices.