

Fort Wayne Ballet/Chief Development Officer (CDO)

Background

The Fort Wayne Ballet is one of the oldest, most established regional companies in the country. The performing company, comprised of 36 professional dancers, presents a season of 3 Main Stage, 3 Repertory and 3 Family Series performances as well as regional touring. The repertoire includes and ranges from restaged classics to works from noted Dance Trusts and Repetituers as well as new choreography. The Academy is nationally regarded with students that range from pre-ballet to career focused advanced training. Upon completing certification in the American Ballet Theatre (ABT) Curriculum certification in 2020, Fort Wayne Ballet is also one of only a handful of professional academies receiving full ABT certification.

Opportunity

The Chief Development Officer will be a key member of the senior management team working closely with the Executive Director to meet the development goals while overseeing all areas of development and support staff. The portfolio contains individual giving including a major gifts society that has grown significantly in the last two years, sponsorships, grants and foundations and major events. Since Marketing is so closely tied to the brand and the development team's success, involvement in marketing decisions and strategies are also involved. An ideal candidate will have the creativity and ability to capitalize on our current success and the excitement surrounding a growing Ballet company. Similarly the ability to listen to supporters and adapt and create new ways of engaging sponsors and potential sponsors to cultivate relationships and new opportunities is essential. Finally the launching of a new signature fundraising event during our upcoming 65th anniversary through cultivation of our Board, patrons and supporters enthusiasm and energies should allow for immediate impact in the organizations success.

Principal Responsibilities

The CDO is a key member of Senior Leadership and reports directly to the Executive Director. Within the areas of responsibilities, the CDO's specific duties include but are not limited to the following:

Fundraising

- Managing and developing ways to increase annual individual giving as well as building on the success of the Leadership Society and Major Individual giving that has launched in the past two years.

- Sponsorship renewal, identification and cultivation with goals of growing and establishing new alternative and creative relationships to encourage underwriting of Fort Wayne Ballet, its performances, training and mission.
- Grants and Foundation management, including identification of trends, new opportunities and national targets to be cultivated.
- Helping build on the planned giving strategies to add to the existing endowment and long term fundraising strategies

Promotion and Other Strategic Communication

- In coordination with the Executive Director managing a comprehensive strategy and plan for the Ballets ongoing communications with its supporters, prospective supporters, ticket buyers and other constituencies, and with the public in general, to promote the value and importance of Fort Wayne Ballet as an elite organization within the community and beyond.
- Leading and working with others within the team and our marketing firm on the creation and production of promotional materials and information to help advance the organizations goals such as press releases, brochures and other descriptive collateral, the annual report, periodic newsletters, updates to the website, helping our social media team and coordinating with press and media.
- Proactively developing strategic communications to increase public awareness of the value and benefit of the Ballet in the community.

Community Engagement , Brand Awareness and Community Perception

- In partnership with the CEO, engaging proactively with the community at large to advocate for and build the reputation of Fort Wayne Ballet.
- Sustaining and cultivating strategic relationships with influential leaders in the business, educational and philanthropic communities.
- Assisting proactively with the ongoing cultivation and recruitment of influential individuals for membership on Committees and the Board of Trustees, and the development and implementation of ongoing education and engagement of members of the Board of Trustees specifically related to development needs, impact and importance.

Education, Experience and Key Skills Requirements

The CDO must be an individual of impeccable integrity and trustworthiness, who possesses the following additional skills or attributes:

- Requires a minimum of a bachelor's degree in liberal arts, marketing, arts management, or a related field supplemented by a minimum of 5 years of progressively responsible experience in fundraising/advancement, or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities.

- Must have a strong interest in the arts, and the ability to advocate for Fort Wayne Ballet as an invaluable arts asset for our community with the ability to demonstrate that knowledge to donors and funders.
- Must be a team player who works well with others and encourages the same in those they supervise.
- Exceptional written and verbal communications skills and the ability to engage effectively with people of varying backgrounds.
- Strong organizational skills and the ability to self-start, to handle and supervise multiple and varied projects, and to coordinate with others to ensure that deadlines are met, and project results are promptly conveyed.
- Strong competencies in a variety of social media platforms, working with Microsoft Office products, including Outlook, Word, Excel and PowerPoint and market research and analysis.
- Strong interpersonal skills and the ability to work collaboratively.
- Must be able to work a flexible schedule that includes evenings and weekends to attend Ballet programming, donor events, presentations, and other events as required.

Compensation and Benefits

Compensation is commensurate with experience. Generous employee benefits offered that include medical, dental and vision insurance, as well as sick, personal and vacation time.