

ST·LOUIS SHAKESPEARE FESTIVAL

MAJOR GIFTS OFFICER SEARCH

OVERVIEW

The St. Louis Shakespeare Festival is in its 23rd season as one of the cultural gems of the bi-state region. Its summer Shakespeare productions play to thousands of residents and visitors every night, offering world-class artistry and an unmatched sense of community in one of America's great urban parks. Its TourCo is the largest free Shakespeare tour in the world, bringing fresh, contemporary and accessible versions of Shakespeare plays into dozens of neighborhoods in Missouri and Illinois. Its innovative Shakespeare in the Streets program builds bridges all across the St. Louis metro area by empowering residents to tell and own the unique stories of their community. And the organization has also dedicated itself to developing and nurturing new work in an effort to elevate Midwestern voices in the national cultural conversation.

OPPORTUNITY

The Festival has grown rapidly over the last four years, both in terms of its impact and its profile. Its commitment to producing new work alongside Shakespeare has brought a series of innovative and acclaimed new programs to the community. It has also built a reputation as a leading coalition builder through numerous partnerships with other arts organizations and neighborhood groups. Its work with 4theVille on the Sumner High School recovery plan not only helped keep the historic school open but has lifted enrollment and been recognized with multiple awards for collaboration and diversity, equity and inclusion.

All of this has garnered significant national attention as well with numerous recent features in the *New York Times*, *Wall Street Journal*, NPR and more. This Festival now envisions a future that builds on this momentum toward even greater growth and impact and now seeks a highly skilled and personable Major Gifts Officer who will play a crucial role in honing and realizing that vision. Supporting the Producing Artistic Director in bolstering and invigorating the organization's donor relationships, the Major Gifts Officer will be a key part of expanding and elevating the deeply connective, life-affirming and innovative experiences that the Festival offers to St. Louis and its entire surrounding region.

POSITION

The Major Gifts Officer is a senior leadership role on the Festival's Development team. Through a warm, personal engagement with its many constituencies, this position is responsible for the design and implementation of all the organization's major gifts strategies. It plays a leading role in long-term strategic planning that currently involves a 25th-anniversary campaign, staff/capacity building, and expanded artistic and engagement programming.

ROLE

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- Overall responsibility of board and major donor relations with special focus on cultivation and major gift solicitations;
- Identify prospects and build new relationships as well as steward and deepen existing bonds; and
- Execute an approved annual major gifts plan with measurable milestones and tactics.

RESPONSIBILITIES

Donor Cultivation & Stewardship – 50%

- Identify and pursue new prospects for board membership and major gifts;
- In partnership with Producing Artistic Director and Board of Directors, lead thoughtful approaches to the board and other major donors for financial support;
- Communicate regularly with current and prospective board and major donors;
- Create opportunities to welcome new/recognize current major donors; and
- Attend community events as agreed upon with the Producing Artistic Director to create new relationships that may result in new/ongoing financial support.

Development Management – 20%

- Develop ambitious but attainable goals for board support and major gifts, track progress toward those goals, regularly report to staff and Board of Directors, and adjust tactics as needed to meet the fundraising objectives;
- Collaborate with full-time Institutional Giving Manager, Marketing & Communications Manager and Administrative Coordinator to create and manage the annual development calendar;
- Collaborate closely with board Development Committee to achieve goals;
- Collaborate with the Marketing and Communications Manager to ensure recognition of major donors in all supporting materials;
- Collaborate with the Institutional Giving Manager to maintain a consistent voice in all fundraising materials; and
- Manage a department budget of revenue in excess of \$600,000 and expenses of \$60,000, including generation of monthly cash flow projections.

Strategic Planning – 10%

- Create a three-year board and major gifts plan outlining staffing, resources, tools, and infrastructure needed to ensure Festival's long-term sustainability; and
- Communicate the plan to stakeholders (Board, Staff, Major Donors).

Event Planning – 10%

- Collaborate with the Administrative Coordinator in planning and execution of all fundraising events;
- Collaborate with Development Committee chair to create and orchestrate mission-driven events; and
- Ensure event board and major gifts goals are achieved.

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Other tasks as assigned by Producing Artistic Director – 10%

QUALIFICATIONS

- 5-7 yrs fundraising experience; preferably in departments raising \$1.8M or more
- Patron Manager experience preferred
- Driven self-starter with entrepreneurial spirit
- Relationship builder who collaborates and works well with diverse personalities
- Creative, strategic thinker
- Intuitive listener who articulates ideas clearly and writes well
- Organized and systemic planner who attends to details with accuracy and focus

COMPENSATION

The salary and benefits package will be competitive with other nonprofit organizations of similar stature and size: ~\$55-60k/yr. Benefits include: full health, dental, life, IRA match (3%) and 12 days paid vacation in the first year.

PROCESS

Please send a pdf of cover letter and resume to jobs@stlshakes.org by October 28. Target start date December 5, 2022.

St. Louis Shakespeare Festival is an Equal Opportunity Employer and has a strong commitment to equity, diversity and inclusion in our hiring process, as well as in all areas of our work. We believe that diverse ideas, cultures, and traditions are vital assets that enrich the programs and productions we produce for our community. All qualified applications will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, familial status, sexual orientation, national origin, ability, age, or veteran status.