



The Arts Council of Wilmington & NHC

We're Looking for a Development Director

The Arts Council of Wilmington/New Hanover County is southeastern North Carolina's leading arts agency with a mission of supporting artists, arts organizations, and audiences through innovative public/private partnerships that develop jobs, stimulate commerce, and showcase the region as an arts destination.

We are looking for a full-time Development Director to join the leadership team. Reporting to the President and CEO, the role will advance the mission and goals of the Arts Council through fund development efforts supporting the Arts Council's operations and that of the local arts sector.

Duties, Functions and Responsibilities:

- Plan, implement, and evaluate fundraising programs to achieve the Arts Council's annual operating budget, including board, corporate, government, foundation, and individual giving;
- Create and implement short- and long- term action plans for identifying, cultivating, soliciting, thanking and stewarding gifts from individuals, corporations, foundations, and governmental agencies;
- Research and prepare sponsorship and grant proposals to address funding needs for both general operating and special projects/events, including the annual Arty Party;
- Ensure all funder deliverables are executed (reports, recognition, etc.);
- Meet regularly with corporate and foundation representatives, engaging the CEO, Board of Directors, and others as appropriate;

Organizational Roles

- Report directly to the President and CEO; take an active role on leadership team, including advancement of the Arts Council's priorities;
- Serve as Board Liaison supporting CEO in managing Board Governance and Engagement;
- Lead and support the Resource Development and Arty Party Committees and serve on Strategic Planning and Finance Committees;
- Develop and monitor departmental annual income and expense budgets;

Knowledge, Skills, and Abilities

- Demonstrated skills, knowledge and experience in the planning and execution of fundraising within a nonprofit organization;
- Comfortable meeting with all levels of corporate, government, and foundation decision-makers;
- Ability to represent the Arts Council in a professional, inclusive, and approachable manner;
- Exceptional writing and verbal communication, including use of persuasive language and technical ability;
- Strong creative, strategic, analytical, and organizational skills;
- Experience developing and managing people and program budgets;
- Ability to meet strict deadlines;
- Proficient with G-Suite (Google) and Excel;
- Proficient with (or demonstrated ability to learn) donor management software and mobile bidding platforms;
- Ability to manage multiple projects in a fast-paced environment;
- Arts advocate;
- Inspired positive and proactive leadership with a commitment to equity and collaboration.
- Ability to work well under limited supervision

Experience:

- Five+ years of relevant professional experience with demonstrated success in fundraising in nonprofit organizations.
- Bachelor's degree required; CFRE certification and IDEA training is a plus.

Salary & Benefits:

- Annual salary range \$50,000-\$55,000 based on experience with opportunities to advance.
- Additional total compensation package valued at \$10,000+ including health flex spending account (FSA), generous PTO and holiday schedule

Application Process:

Please send resume and a cover letter detailing experience, interest in position, and salary expectations to info@artswilmington.org. Position will remain open until filled. Candidates will be contacted if selected for an interview.