



## **DIRECTOR OF DEVELOPMENT POSITION DESCRIPTION**

### **Organization Mission**

Engaging the community through art and nature.

### **Organization Overview**

Laumeier Sculpture Park, one of the first and largest sculpture parks in the country, is an internationally recognized, nonprofit arts organization that is accredited by the American Alliance of Museums and operates in partnership with St. Louis County Parks. Laumeier presents more than 70 works of large-scale outdoor sculpture in a 105-acre park that is free and open daily. Laumeier serves approximately 300,000 visitors of all ages each year with presentations of art through a sculpture collection, temporary exhibitions, education programs, public events, and more. The park is located in Sunset Hills, Missouri in St. Louis County.

### **Position Overview**

The Director of Development is a full-time exempt, salaried position with benefits, reporting to the Executive Director. Considered a member of senior staff, the Director of Development plays a critical role in strategy, cultivation and securing of contributed income. The Director of Development will work closely with other senior staff members and the board of directors to plan and execute fundraising strategies to collectively meet an annual goal of \$1.5 million for operating, plus more for special campaigns.

This position works especially closely with the Executive Director, Deputy Director, and Director of Special Events and receives support from the Administration Manager and Development Associate. While the primary focus is on individual and corporate sources, this person will be looped into grant writing and foundation fundraising, and occasionally assist as needed. The Director of Development also serves as a staff liaison to the Board of Director's Development Committee.

### **Duties + Responsibilities**

- In consultation with the Executive Director and Board of Directors, develop and execute a comprehensive development strategy that meets Laumeier's annual operating goals and lays continuing groundwork for increasing contributed revenue
- Spearhead major gift fundraising with strategies to acquire, renew and upgrade major donors and Leadership Circle (\$1,000 and above annually)
- Lead efforts to develop relationships and secure major gifts from corporations
- Work with development team and staff to capitalize on program-based fundraising opportunities and targeted campaigns
- Manage the annual Membership fundraising program and its associated benefits; develop new programs to increase the participation of Members

- Serve as the Development lead on fundraising events, including the annual fall fundraiser, The Big Dinner
- Create and oversee regular cultivation events
- Initiate a new planned giving campaign

## **Qualifications + Skills**

The ideal candidate is passionate about art and parks and can help inspire others to feel the same; has a social manner and friendly personality; is discrete, respectful, well-organized, strategic, persistent, and patient. Possesses:

- Leadership qualities and a strong work ethic
- Growth mindset and ability to self-reflect
- Outstanding oral, written, and interpersonal communication skills
- Sensitivity to both “big picture” and small details
- Flexibility and adaptability in a fast-paced work environment
- Dependability, attention to detail, and self-motivation to initiate and follow through
- Ability to work both independently and as part of a team
- Insight into the role of marketing and communications in fundraising
- Ability to help write and track budgets, and control department expenditures
- Ability to interact politely and respectfully with a wide variety of stakeholders, including colleagues and the public
- Experience with the fundraising landscape in St. Louis, with existing local relationships, is a plus, but not required
- Proficiency in the Microsoft Office suite of programs, experience with Donor Perfect is a plus

## **Education + Experience**

- Bachelor’s degree or higher from an accredited college or university
- Upper-level development/fundraising experience for a nonprofit organization, preferably one with an arts and culture-related mission
- Proven track record of donor relationship management and successfully raising major gifts from individuals
- Experience with larger targeted fundraising campaigns, such as capital campaigns or endowments, is especially desirable

## **Additional Requirements**

- Ability to pass a background check, including a check for criminal records
- Ability to meet Laumeier’s COVID vaccination requirements, which include providing proof of full vaccination
- Ability to work several times per year on evenings and weekends
- Ability to work outdoors

## **Compensation**

Compensation is commensurate with qualifications and experience.

Benefits package is competitive and includes 100% employer-paid health, dental, life, and short-term disability coverage, starting on the first day of employment. Benefits package is valued at \$7,000 - \$12,000 per employee. Health care plan coverage is also available to spouses, domestic partners and dependents, with the employee being responsible for premiums. A generous amount of PTO is granted and grows with the length of employment.

No relocation assistance is available.

## **Office Culture**

Laumeier is a small organization, with modestly sized departments, and team members all work closely together. Laumeier offers flexibility for hybrid models of remote and in-person work as well as flexible scheduling.

**Staff Core Values:** We believe in the importance and impact of art and nature. We encourage creativity and innovation. We value collaboration and teamwork. We rely on competency leading to quality and excellence. We stay true to our values by respecting our colleagues and maintaining accountability. We cultivate a welcoming, inclusive, and positive environment for staff, board, artists, students, and visitors

## **Application Instructions**

Interested candidates should email a cover letter and resume to [HR@laumeier.org](mailto:HR@laumeier.org) with the subject line “**Director of Development.**” Please do not send additional supporting materials until they are requested. You will receive an acknowledgement of the receipt of your application.

Only applicants who move forward in the process will be contacted. We ask for understanding and patience. Please do not contact any staff members to check on the status of your application, and absolutely no phone calls.

## **Search + Timing**

The first round of interviews will be held on Zoom. Finalists will interview in person if possible.

Position open until filled. Anticipated start date: Late spring/early summer 2022, with flexibility to accommodate the hire’s availability.

**Laumeier is an equal opportunity employer, committed to diversity, equity, inclusion, and anti-racism. Candidates of diverse backgrounds are strongly encouraged to apply.**

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