

BATTERY DANCE

380 BROADWAY 5TH FLOOR NEW YORK, NY 10013-3518 212.219.3910

Job Title: Director of Development
Organization: Battery Dance
Reports To: Vice President & COO
Website: <http://www.batterydance.org>
Salary: Commensurate with Experience

Battery Dance seeks to fill the newly established position of Development Director. One of America's most prolific cultural ambassadors, host to New York City's longest-running dance festival, and nurturing provider of arts education in NYC public schools and globally, Battery Dance seeks a motivated and personable team player to lead the organization's development efforts, working with a lean, highly-skilled and exceptionally dedicated team of board members, administrators, and program staff. Based in Tribeca, Battery Dance has conducted signature programs and performed in over 70 countries over the past 45 years. Battery Dance aims to create lasting social impact by increasing human understanding through dance, and is committed to equity, diversity and inclusiveness in hiring.

Responsibilities include, but are not limited to:

- Working closely with the Board of Directors, the President & Artistic Director, and the Vice President and COO, to create and execute clear and comprehensive annual fundraising plans;
- Growing the major gifts program to support Battery's diverse artistic and educational programs;
- Developing and executing corporate and individual donor plans;
- Creating exciting and distinctive cultivation events and opportunities;
- Developing a pipeline of prospects for major gifts, legacy/planned giving, corporate sponsorships, and foundation grants;
- Maintaining and updating donor information and interactions in donor database;
- Tracking latest technology and trends in fundraising.

Skills/Qualifications:

- Demonstrates successful track record of creating and implementing major gift initiatives;
- Exemplifies excellent written and oral communication, interpersonal, and presentation skills;
- Possesses sound judgment and the ability to lead, working independently and in teams;
- Shows maturity and knowledge of the arts and cultural landscape;
- Pays close attention to detail, establishes measurable objectives, clearly articulates plans, sets and meets deadlines, and multi-tasks in a fast-paced and goal-oriented environment;
- Possesses knowledge of prospect research tools and best practices for non-profit organizations.

Experience/Education:

- 5+ years experience working in a multi-faceted fundraising office;
- Background working with corporate, foundation, and individual donors, and incorporating special events into giving programs;
- Track record working with performing arts and cultural organizations, and knowledge of New York City's philanthropic landscape;
- Bachelor's degree required; Master's Degree preferred.

To apply for this position: Please submit, in one file, a resume and cover letter detailing your interest in the position and salary expectations to developmentsearch@batterydance.org with subject line "Development Director Position".

This position requires COVID-19 vaccination

Battery Dance Company is an Equal Opportunity Employer. Employment is based upon personal capabilities and qualifications without discrimination based on race, color, religion, creed, sex, sexual orientation, national origin, age, disability, marital status, veteran status, citizenship status, or any other protected characteristic as established by law.