

DIRECTOR OF INDIVIDUAL GIVING

Organization Overview

The School of American Ballet (SAB) at Lincoln Center, founded by George Balanchine and Lincoln Kirstein, is the preeminent ballet school in the country. Our mission is to train professional dancers for careers in classical ballet. We provide the resources for a diverse pool of students, ages 6-18, to train at the highest level – with 20-25 each year going on to dance for New York City Ballet and major ballet companies worldwide. SAB has a far-reaching impact on the art form and the School enriches the lives of the more than 1,000 students who train in our studios each year.

Position Description

The Director of Individual Giving is tasked with leading and expanding the School's Individual Giving program, comprised of major gifts, membership, and annual fund components. As a senior member of SAB's development staff, the Director of Individual Giving is responsible for raising \$2 million annually from patrons and members, and securing additional support in future capital and endowment campaigns. This position reports to the Director of Development, and oversees three staff members while also acting as a leader and resource for department-wide staff and volunteers.

Key Responsibilities

Strategy and Leadership

- In collaboration with the Director of Development, create and execute a comprehensive individual giving strategy to secure \$2+ million from a donor base of over 800 people, with gifts ranging from \$100 to \$300,000.
- Design and successfully execute a long-term growth plan—particularly for major and multi-year gift commitments—among all key constituent groups (alumni, parents, patrons, and volunteer leadership).
- Set progressive team goals in terms of dollars raised, renewal rates, giving consistency, and average gift size.
- Act as a liaison for the Nominating Committee and advisor to the Development Committee.
- Develop strong relationships with Board and Advisory Council members, leadership patrons, and coworkers.
- Perform in a leadership role in the planning, execution, and fundraising of future capital and endowment campaigns.

Fundraising and Cultivation

- Manage a portfolio of major donor prospects who are capable of giving at the \$10,000+ level.
- Initiate contacts with prospective donors, develop cultivation strategies, solicit gifts personally and as part of a team, and steward donors to maintain and strengthen relationships.
- Guide solicitation of prospects by the Executive Director, Director of Development, and Board of Directors through the preparation of research, materials, and talking points.
- Maintain effective and personalized communication with donors and prospects, including solicitation and acknowledgement letters, reports, invitations, newsletters, and e-blasts.
- Invigorate and manage the Founder's Society planned giving program by stewarding the 100+ members who have included SAB in their estate plans, actively identifying and securing new members, and managing the Charitable Gift Annuity program.



Supervision

- Mentor, train, and supervise the Manager of Membership and Associate Development Officer to ensure individual goals are being met, and oversee the work conducted on behalf of Individual Giving by department staff and volunteers.
- Oversee the fulfillment and execution of donor member benefits and more than twenty donor cultivation events per year, including class visits, open houses, studio presentations, year-end performances, dinners, digital member benefits, and more.
- Manage the Individual Giving team's expense budget.

Preferred Knowledge, Skills, and Abilities

- 6+ years of progressive development experience in individual giving.
- Knowledge of the New York-area philanthropic community.
- Proven track record securing gifts at the \$10,000+ level.
- Strong organizational and relationship-building skills, and the ability to strategize, pursue, and achieve goals in a fast-paced working environment.
- Polished and professional demeanor, with the ability to speak on behalf of the School.
- Commitment to SAB's mission and core values.
- Evening and weekend hours required for donor events.

Submission Instructions

Submit a resume and cover letter to kbarrett@sab.org with the email subject, "Director of Individual Giving." Please mention how you learned of the posting. No phone calls, please.

The School of American Ballet is an Equal Opportunity Employer. SAB is committed to an equitable and inclusive program and a diverse faculty, staff, and student body. Candidates from diverse backgrounds are encouraged to apply.

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