



thecenterforartsandinnovation.org
Boca Raton, FL

CHIEF DEVELOPMENT OFFICER

ABOUT THE OPPORTUNITY



The Center for Arts and Innovation (The Center) will serve as a vibrant, world-class cultural facility for innovation, education, business, and community. Located in Mizner Park – the heart of downtown Boca Raton, FL – the completed facility will have national impact and become one of the first truly 21st century creative campuses. The Center will serve as a dynamic, innovative, and vibrant fulcrum for artists, organizations, businesses, institutions, students, creative entrepreneurs, and the public at large. To design The Center’s innovative spaces, the organization has selected Renzo Piano Building Workshop as its architecture firm, founded by internationally renowned architect Renzo Piano, an internationally acclaimed architect and 1998 Pritzker Prize winner known for creating The Centre Pompidou, The Shard, The Whitney Museum of American Art, the New York Times Building, the Art Institute of Chicago’s Modern Wing, The Astrup Fearnly Museum of Modern Art, and many other landmark projects around the world.

The Center is preparing to embark on a comprehensive campaign with the vision of funding, constructing, and operating The Center within five years. In fulfillment of this vision, the organization has partnered with philanthropic consultants to design the structure, objectives, and plan of the campaign while it secures the position of the Chief Development Officer and other development staff.

During this exciting and unprecedented formative period, The Center seeks an entrepreneurial, passionate, and enterprising leader to serve as the inaugural Chief Development Officer (CDO). The CDO will serve as an integral leader for The Center – today and in its future – with responsibility for implementing a dynamic strategic plan for the comprehensive campaign. S/he will partner with The Center’s fundraising counsel and consultants on campaign planning, prospect identification and solicitation, fundraising communications, fundraising strategies, staff direction, campaign planning, and reporting to the Board of Directors.

The successful candidate will provide dynamic leadership, strategic direction, and operational management of The Center’s comprehensive campaign, ensuring the campaign’s success from conceptualization through implementation. In partnership with The Center’s fundraising counsel, s/he will lead the campaign planning process, including strategies for the development of the gift range table, named gift opportunities, table of needs, case for support, identification of the lead gift, and composition of the nucleus fund, understanding that materials will require modification and adjustments as the campaign progresses. The ideal candidate will lead the identification, cultivation, solicitation, and stewardship of individuals for the campaign in an environment where the prospective donor constituency has to date only partially been identified and must be expanded beyond the local area of the non-profit. In parallel, the CDO will partner with the President and Chief Executive Officer to actively represent The Center with state and county governments to secure public funding, strengthen existing partnerships, and create new government partnerships. The candidate will collaborate with the Chief Financial Officer and President and CEO to develop the budgets for the comprehensive campaign and development team.

The CDO will obtain support for the comprehensive campaign while building a world-class, robust development operation to broaden and diversify support. The ideal candidate will have a proven knowledge of the unique development needs of an early-stage not-for-profit organization, with experience building development functions. The candidate will guide the strategic direction of The Center’s development program while securing philanthropic support through face-to-face solicitation, annual fund, grant writing, special events, direct marketing, and social media. S/he will identify, recruit, and build strong relationships with The Center’s campaign leadership, board members, colleagues, and volunteers to build a culture of philanthropy.

As a crucial leader, the CDO will help realize The Center’s vision by promoting a culture of high performance, collaboration, and a commitment to quality. S/he will recruit, lead, and mentor a team of development professionals while creating and operationalizing the development program to transform The Center from a start-up, through capital campaign and build, and finally into a sustainable operating legacy project. The CDO will maintain efficient and consistent lines of communication to inform the Chair and CEO and Board of Directors. The successful candidate will continue the development of standardized policies, procedures, and systems for the campaign and the development office while recruiting and leading a seasoned team of development professionals.

The CDO will report to the Chair and CEO and manage a team of three (3) professionals: Director of Engagement and Stewardship, Director of Donor Development, and Development Coordinator. S/he will partner with the Chair and CEO to identify, recruit, and engage members of The Center’s Campaign Committee (known as the Vanguard) and will collaborate closely with the Chief Marketing Officer to establish The Center’s Communication and Marketing Plan and ensure its implementation. Upon selection of the CDO and other support positions, The Center’s fundraising counsel’s engagement will transition according to their highest and best use with the ideal scenario having all development efforts being managed internally.

The Center for Arts and Innovation has retained [Freeman Philanthropic Services, LLC](#) to assist on this critical recruitment.

ABOUT THE CENTER FOR ARTS AND INNOVATION



The Center for Arts and Innovation (The Center) will fulfill the founding promise of Mizner Park: to provide a vibrant, world-class home for innovation, education, business, and community. The vision for The Center was born over thirty years ago and swelled to a tipping point in 2017. Initially conceptualized to fill a 60-mile cultural gap in South Florida, The Center quickly pivoted its mission and focus to ensuring differentiation not only in the regional market but to become one of the first truly 21st century creative campuses; one that preserves the past but also focuses great attention on the future.

The Center is focused on four distinct but critical pillars – the arts, education, innovation, and community – with the belief that creativity threads itself equally through each representing the essential nature of art and culture – or creativity – in society both today but more importantly in the future. Design will ensure that the architecture and building program addresses the programming potential within these four pillars.

The 3.6-acre site for The Center, approved by City Council and CRA, will be developed at the north end of Mizner Park. The Center is designed to be innovative in every way and will serve as a vibrant, functional, flexible, and forward-looking home for artists, businesses, students, creative entrepreneurs, and the public overall that is unmatched in the region and will function as an indoor and outdoor public amenity for all citizens throughout the year.

To realize the community's vision, The Center has selected [Renzo Piano Building Workshop](#) as its architecture firm. Renzo Piano Building Workshop is founded by Renzo Piano, an internationally acclaimed architect and 1998 Pritzker Prize winner known for creating The Centre Pompidou, The Shard, The Whitney Museum of American Art, and The Astrup Fearnly Museum of Modern Art.

The Center can curate experiences either indoors or out, public or private, free or ticketed, for the young or old, student or professional, from all walks of life; either day or night, weekday or weekend and all year long – The Center is truly a Center for all.

Unmatched in the region for flexibility, scalability, and ingenuity – it’s all possible here, at the new Center for Arts and Innovation.

ABOUT RENZO PIANO



Renzo Piano, Chairman. Founding Partner. Architect DPLG

Renzo Piano was born in Genoa in 1937 into a family of builders. While studying at Politecnico of Milan University, he worked in the office of Franco Albini. In 1971, he set up the “Piano & Rogers” office in London together with Richard Rogers, with whom he won the competition for the Centre Pompidou. He subsequently moved to Paris. From the early 1970s to the 1990s, he worked with the engineer Peter Rice, sharing the Atelier Piano & Rice from 1977 to 1981. The “Renzo Piano Building Workshop” was established in 1981

and has since grown to 150 staff, with offices in Paris, Genoa, and New York. He has received numerous awards and recognitions among which: the Royal Gold Medal at the RIBA in London (1989), the Kyoto Prize in Kyoto, Japan (1990), the Goodwill Ambassador of UNESCO (1994), the Praemium Imperiale in Tokyo, Japan (1995), the Pritzker Architecture Prize at the White House in Washington (1998), the Leone d’oro alla Carriera in Venice (2000), the Gold Medal AIA in Washington (2008) and the Sonning Prize in Copenhagen (2009). In 2004 he also founded the Renzo Piano Foundation, a non-profit organization dedicated to the promotion of the architectural profession through educational programs and educational activities. The new headquarters was established in Punta Nave (Genoa), in June 2008. In September 2013, Renzo Piano was appointed senator for life by the Italian President Giorgio Napolitano and in May 2014 he received the Columbia University Honorary Degree.

LEADERSHIP



Andrea Virgin, PE, LEED AP, Chair and Chief Executive Officer

Andrea is a rare breed: Professional ballerina turned land development engineer. After over 20 years working in both commercial real estate and the performing arts, the Boca-native decided to combine both passions with her love of the community to spearhead The Center for Arts & Innovation, filling a 60-mile cultural gap that’s existed in South Florida for decades.

Since co-founding The Center, Andrea has amassed over \$30 million in donations and in-kind support, engaged major stakeholders and world-renowned consultants, secured a 94-year \$1/year ground lease with the City of Boca Raton, and has commenced exciting and meaningful discussions for major philanthropic support.

Board of Directors

The Center’s Board of Directors is comprised of dedicated and engaged leaders committed to The Center’s mission, vision, and continued growth. The Board is a diverse group of corporate, banking, real estate, and tech professionals, and community leaders.

REPORTING AND IMPORTANT RELATIONSHIPS

The CDO will report to the Chair and CEO and manage and mentor a team of three (3) professionals: Director of Engagement and Stewardship, Director of Donor Development, and Development Coordinator. S/he will partner with the Chair and CEO to identify, recruit, and engage members of The Center's Campaign Committee (known as the Vanguard) and serve as an integral part of their success. S/he will collaborate closely with the Chief Marketing Officer to establish The Center's Communication and Marketing Plan and ensure its implementation. The CDO will collaborate with the Chief Financial Officer and Chair and CEO to develop the budgets for the comprehensive campaign and development team.

The successful candidate will collaborate with The Center's fundraising counsel and consultants on prospect identification, fundraising communications, fundraising strategies, and infrastructure for the campaign. The candidate will engage and support the Chair and CEO, Campaign Committee, and board leadership with briefings in preparation for the cultivation and solicitation of prospects.

Upon selection of the CDO and other support positions, The Center's fundraising counsel's engagement will transition according to their highest and best use with the ideal scenario having all development efforts being managed internally.

KEY OPPORTUNITIES

As an integral member of The Center, the CDO will contribute broadly to all aspects of the fulfillment of The Center's mission. The successful candidate will have the capacity and demonstrated track record in the following areas:

- Gain a rapid understanding of The Center's vision, mission, fundraising priorities, and campaign objectives.

Campaign Infrastructure and Planning

- Partner with the Chair and CEO, senior leadership, and fundraising counsel to develop, finalize, and implement a dynamic strategic direction for the comprehensive campaign, while serving as an integral leader for The Center's future and creation;
- Provide dynamic leadership, strategic direction, and operational management of The Center's comprehensive campaign, ensuring the campaign's success from conceptualization through implementation;
- Partner with The Center's fundraising counsel to finalize or amend the campaign case for support and finalize complete list of named gift opportunities and campaign-related collateral materials, and determination of the prospects for the nucleus fund, understanding that materials will require modification and adjustments as the campaign progresses;
- Develop an increasingly refined and well-researched pool of transformational campaign gift prospects;
- Lead campaign execution of the prospective donor constituency, including the expansion of individual, corporate, foundation, and government support;
- Partner with the Chair and CEO and Chief Financial Officer to provide timely reports to the City of Boca Raton;
- Obtain support for the comprehensive campaign while continuing to build a world-class development operation to broaden and diversify support;
- Continue the development of standardized policies, procedures, and systems for the campaign and the development office, including a moves management strategy; and
- Maintain and revise the campaign plan, as needed, including the overall timetable, prospect tracking, and progress towards goals.

Campaign Solicitation and Implementation

- Identify, cultivate, solicit, and steward individuals for the comprehensive campaign in an environment where the prospective donor constituency has to date only partially been identified and must be expanded beyond the local area of the non-profit;
- Working collaboratively with the Chair and CEO, Board of Directors, high-caliber volunteers, and philanthropists, guide the identification, cultivation, and stewardship of individuals, corporations, and foundations;
- Secure operational and program income through face-to-face solicitation, grant writing, direct marketing, social media, and special events;
- Create and carry a personal portfolio of top donors and prospects, including the identification, cultivation, solicitation, and stewardship of individuals, corporations, and foundations;
- Strategically engage the Chair and CEO, Board of Directors, and Campaign Committee in public outreach and fundraising activities, providing meaningful engagement opportunities and effective support;
- Prepare and staff the Chair and CEO, Board of Directors, and Campaign Committee with briefings in preparation for the cultivation and solicitation of prospects;
- Build strong collaborative relationships with The Center's campaign leadership, board members, colleagues, and volunteers and further the culture of philanthropy across the organization; and
- Work collaboratively with the Chief Marketing Officer to provide direction on the creation of all materials, including but not limited to press releases, planning of events, corporate sponsorship packages, donor materials, proposals, and website.

Staff Leadership and Management

- Promote a culture of high performance, collaboration, and a commitment to quality;
- Work in collaboration with the Chief Financial Officer and Chair and CEO to develop the budgets for the comprehensive campaign and development team;
- Maintain efficient and consistent lines of communications, keeping the Chair and CEO and the Board of Directors informed of all critical issues; and
- Provide professionally mature, effective, and transparent management; implement policies and best practices that will ensure greater staff collaboration and accountability through quantitative measurement of results; model behaviors and create a culture that is comfortable with clearly defined goals and reliable methods with which to measure success.

IDEAL QUALITIES

In addition to the demonstrated ability to meet and exceed the responsibilities listed in the preceding section, the successful CDO will possess the following experience and attributes:

- Sincere passion and devotion to The Center's vision, values, and mission;
- Demonstrated success in prior positions for which the candidate was hired to execute a multi-million dollar fundraising campaign. The ideal candidate will have demonstrated success in a campaign where the prospective donor constituency is not immediately obvious;
- Demonstrated ability to form, support, engage, and energize a strong group of volunteer donors to lead the capital campaign;
- Demonstrated knowledge of the unique development needs of a growing performing arts not-for-profit organization, with experience building development functions from the ground-up;
- Significant comprehensive campaign leadership experience with knowledge of campaign compliance and regulations and all areas of development;

- Track record of leading a campaign from conceptualization through execution, ideally within an organization of similar scope;
- Knowledge and experience implementing an organization’s vision with high-level management skills to lead and direct fundraising activities;
- Proven organization and team building skills to continue the transformation of a startup not-for-profit into a vibrant operating legacy project;
- Demonstrated ability to dramatically scale a fundraising program, providing strategic direction and operational management for fundraising initiatives, resulting in marked improvement and growth;
- Track record of leading a major capital campaign from conceptualization through execution, ideally within an organization of similar scope and a campaign of similar scale;
- Leadership and fundraising skills to collaborate effectively with the Chair and CEO, Board of Directors, and campaign leadership to marshal the full fundraising potential of the prospective donor constituency for the comprehensive campaign;
- Stature, sophistication, and tenacity to effectively engage and support the Chair and CEO and campaign leadership;
- Proven ability to strategically and effectively leverage the time of the Chair and CEO and high caliber volunteers;
- Demonstrated track record of personal identification, cultivation, solicitation, and stewardship experience with the ability to bring creative and effective strategies to the major gift process;
- Genuine and transparent team player with a creative manner of approaching issues and devising sound solutions based on good judgment and collaboration;
- Grace, poise, and highly advanced facilitation skills to promote fundraising partnerships;
- Excellent communication (writing, proofreading, speaking, presentation, and listening) skills and keen attention to detail, with the ability to effectively communicate with all levels of the organization, as well as external constituencies;
- Commitment to the highest standards of professionalism and best fundraising practices; and
- Bachelor’s degree required; advanced degree preferred.

COMPENSATION AND BENEFITS

The compensation and benefits package will be competitive and commensurate with the selected candidate’s background and experience.

CONFIDENTIAL INQUIRIES AND HOW TO APPLY

The Center for Arts and Innovation has retained Freeman Philanthropic Services, LLC to assist on this recruitment. FPS is a national leader in executive recruitment for the not-for-profit sector and brings a proven track record of recruiting top talent to diverse institutions.

Please send all inquiries, applications, and nominations directly to FPS via email at CenterforArtsandInnovation@glfreeman.com.

All applications must include: (1) an up-to-date resume; and (2) a formal letter of interest (addressed to Gail L. Freeman, President of FPS) that specifically cites the experiences that best prepare the applicant for this role and why this particular opportunity at The Center is the logical and desired next step in their career. Additional materials and information will be requested during the search and interview process.

APPENDIX – BOCA RATON, FL



Located on Florida's Southeast Coast, Boca Raton offers a unique combination of nature and elegant relaxation. Boca Raton offers miles of white sandy beaches, luxury resorts, a world-class arts scene, and access to countless outdoors activities, including boating, fishing, paddling, biking, hiking, and watersports.

Boca Raton's cultural vibrance is rooted in its Mediterranean Revival architectural style, influenced by renowned architect Addison Mizner. Residents and visitors can enjoy live concerts, outdoor festivals, world-class museums, and international art exhibits with unique experiences for all ages. Outside the renowned Boca Raton Museum of Art, Mizner Park Amphitheater, and other cultural destinations, Boca Raton hosts a wide variety of upscale restaurants, stores, malls, and retail and dining plazas, including the famous Mizner Park.

Boca Raton's corporate community was pioneered by IBM's local campus in 1967, where the personal computer was developed. Currently, the City of Boca Raton hosts over 30 corporate headquarters for innovative startups and large corporations. To build a strong local, educated workforce, Boca Raton is home to three nationally ranked universities and numerous highly rated public and private K-12 schools.

