

AMERICAN BALLET THEATRE 85 YEARS

www.abt.org
New York, NY
Hybrid Employment

DIRECTOR, MAJOR GIFTS

ABOUT THE OPPORTUNITY



American Ballet Theatre (ABT) is one of the greatest dance companies in the world. Since its founding season in 1940, ABT's mission has been to create, present, preserve, and extend the incredible repertoire of classical dancing for the widest possible audience. Headquartered in New York City, ABT is the only cultural institution of its size and stature to extensively tour, enchanting audiences for eight decades in 50 U.S. states, 45 countries, and over 480 cities worldwide. ABT's repertoire includes full-length classics from the nineteenth century, the finest works from the early twentieth century, and acclaimed contemporary masterpieces. In 2006, by an act of Congress, ABT was designated "America's National Ballet Company®."

The Director, Major Gifts is responsible for sustaining and deepening relationships with current and prospective donors passionate about the future of ABT, classical ballet and the performing arts. This role will report to the Senior Director, Advancement and work collaboratively with the current Director, Major Gifts.

The successful candidate will help to steer a robust fundraising program and grow the pipeline of individuals capable of making five-and-six-figure annual and multi-year gifts to align with ABT's five-year strategic plan. This will comprise of all phases of the giving cycle, from identification and cultivation to solicitation and stewardship. This role is suited for an experienced fundraising professional with an interest in prospecting and cultivating new relationships and encouraging higher levels of commitment from existing contributors enthusiastic about dance and supporting ABT's roster of artists. The candidate must be able to eloquently communicate funding needs across the Company, from the ABT Dancer Fund, the ABT Jacqueline Kennedy Onassis (JKO) School and Studio Company, and Production and New Works initiative to other critical facets of Company operations. This role will also entail a high level of collaboration with colleagues across ABT's artistic and administrative departments to understand funding priorities and engage them as needed to build strong donor relationships.

American Ballet Theatre has retained [Freeman Philanthropic Services, LLC](#) to assist with this critical recruitment.

CORE RESPONSIBILITIES

- Oversee and grow a portfolio of Major Gift donors and prospects (75-100) through all phases of the giving cycle, from discovery and engagement through cultivation, solicitation, and stewardship.
- Steer ABT's Chairman's Council, a dedicated affiliate group whose members contribute \$25,000 annually and enjoy connecting with fellow supporters and deepening their relationship with ABT. Must be a strategic thinker with experience managing patron programs who can work closely with Council leadership, enthusiastically steward loyal patrons, develop a compelling annual program, and build prospect pipeline to sustain and grow the Council.
- Serve as primary Advancement liaison for ABT Education (ABT's Jacqueline Kennedy Onassis School, ABT Studio Company and ABT community engagement & outreach), ensuring the Advancement team receives timely updates.
- Working closely with ABT's JKO School Artistic Director and other members of ABT's Education team, take ownership of pipeline of prospects to critically support the JKO School and education initiatives, and facilitate the launch of a new donor council.
- In collaboration with the Senior Director, Advancement and Major Gifts colleagues, identify, cultivate, and solicit current and prospective donors to ABT's Partners Program, Production and New Works initiative, the ABT Dancer Fund and other critical facets of operations.
- Be responsible for managing communications and follow-up, including actively tracking moves and interactions in ABT's CRM software.
- Along with current Director, Major Gifts, co-manage the ABT major donor prospecting pipeline and bring expertise to ABT's prospecting and fundraising strategic plan through research and identification of new prospective donors.
- In advance of performance seasons, utilize iWave and other research tools to segment, screen and rate prospects from robust ticket buyer lists.
- In conjunction with the Major Gifts Associate, fulfill membership benefits and ticket requests and ensure proper acknowledgement, receipting, and crediting of gifts. This also comprises preparing and tailoring all written communications for donors in respective portfolio, from acknowledgment letters to invitations, appeal letters and proposals.

- Collaborate with and support ABT's Chief Advancement Officer and executive leadership with respect to cultivation, solicitation, and stewardship efforts. This work includes authoring donor briefings and correspondence, event scripts, talking points, etc.
- Produce and partner with ABT's Special Events team to plan a regular schedule of events that maximize major donor and prospect cultivation opportunities.
- Actively attend performances and events during New York performance seasons, establishing meaningful touch points with donors and prospects, including meetings, dinners and back-stage tours. This will require attendance in the evenings and weekends as required.
- Perform other Advancement-related duties and undertake projects as needed.

IDEAL QUALITIES AND ATTRIBUTES

- Bachelor's degree preferred, with a demonstrated track record of frontline fundraising experience, preferably in performing arts, cultural, or mission driven organizations.
- Ability to use current desktop office technologies proficiently (Microsoft Office suite, Raiser's Edge, Microsoft Outlook, Salesforce) and to adapt to future technologies.
- Familiarity with research tools such as iWave preferred.
- Demonstrated accomplishments in managing donor portfolios, making solicitations and achieving or exceeding personal and departmental fundraising goals required.
- Thrives working both independently and as part of a small, dedicated team. Working jointly with co-Director, Major Gifts, an Associate Director, Major Gifts and a Major Gifts Associate, the candidate is highly expected to contribute to the team dynamic.
- Experience stewarding patron programs and liaising with volunteer leadership.
- Ability to work successfully in a complex, fast-paced organization handling multiple tasks while meeting deadlines and serving multiple stakeholders.
- Sound judgment, tactful and ability to handle highly confidential information.
- Excellent written and oral communication skills.
- Enthusiastic, creative, and enterprising, with passion for and interest in ABT's mission and vision.

DIVERSITY

American Ballet Theatre is an equal opportunity employer committed to being an inclusive workplace and strongly believes in the importance of having a diverse group of individuals represented. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, sexual orientation, age, disability, gender identity, marital or veteran status, or any other protected class.

COMPENSATION AND BENEFITS

The compensation and benefits package will be competitive and commensurate with the selected candidate's background and experience. ABT offers a robust benefits package including vacation days, "Hiatus Week" in August, 403(b) retirement plan, and health insurance. The compensation range for this position is \$125,000 to \$150,000.

The Director, Major Gifts will work in a hybrid work environment, working in office between Tuesday and Thursday.

CONFIDENTIAL INQUIRIES AND HOW TO APPLY

American Ballet Theatre 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 ABT@glfreeman.com.

All applications must include an up-to-date resume. Additional materials and information will be requested during the search and interview process.