

GREATER TWIN CITIES YOUTH SYMPHONIES (GTCYS)

Position: Development Director
Reports to: Executive Director
Supervises: Development Coordinator (part-time), Communications Manager (full-time)
Category: Full-time, exempt
Compensation: \$65,000 - \$75,000 depending on experience

POSITION SUMMARY

The Development Director is a new full-time position which will help develop and lead the implementation of GTCYS' fundraising strategies to build relationships and increase philanthropic support. The Development Director will partner closely with the Executive Director and lead a small development/communications team. After a successful 50th Anniversary Campaign in 2021-22, this is an exciting time to continue building individual giving and alumni relations.

The ideal candidate has successful experience building a comprehensive development program and leading a team, and is eager to grow with this role. The ideal candidate will also be a people person, have the aptitude to balance hands-on work with strategy, and thrive in a small, flexible culture that values diversity and collaboration. This is a remote role in the Twin Cities area, with in-person work as needed at GTCYS' downtown St. Paul office, as well as attendance at donor meetings, GTCYS concerts, and key activities.

RESPONSIBILITIES

Strategy & Planning

- In collaboration with GTCYS' leadership, develop, implement, and manage a comprehensive fundraising plan to support the growth of GTCYS' short- and long-term program and organizational goals.
- Lead the creation of a broad-based development strategy.
- Assess and analyze the success of development initiatives.
- Manage annual development budget and ensure accurate record-keeping.

Individual Giving

- Plan and implement annual fund activities, including research, cultivation, solicitation, direct mail appeals, reporting, and stewardship of new and existing donors to increase annual fund and campaign support from individuals and major donors (GTCYS alumni, current parents and grandparents, community members).
- Mentor an effective team: oversee a new part-time Development Coordinator's work, including gift processing, donor acknowledgement, data entry, and reporting; oversee the Communications Manager to effectively articulate GTCYS' case for support across communications channels.

Donor Relations & Stewardship

- Attend GTCYS activities to engage constituents and build relationships.
- Plan meaningful and consistent stewardship activities.
- Develop and maintain relationships with alumni and individual donors, and serve as a GTCYS ambassador with the broader community.

Board Engagement

- Serve as the primary contact with the Development Committee.
- Support Board of Directors' participation in development and stewardship activities.
- Lead the Leadership Advisory Council to increase engagement and broaden support.

Special Events

- Plan and coordinate cultivation activities and fundraising events, including GTCYS' annual Orchestrating Opportunities benefit and student fundraisers, to engage and expand GTCYS' community of donors.
- Oversee volunteers for development activities and special events.

EXPERIENCE, SKILLS & ATTRIBUTES

- 3+ years of professional fundraising experience, including understanding of best practices and knowledge of the fundraising field.
- Track record of implementing successful fundraising strategies and gift solicitation.
- Experience leading a team in a collaborative, hands-on setting.
- Authentic passion for GTCYS' mission (background in music is ideal).
- Superior writing skills and ability to articulate GTCYS' case verbally.
- Relationship-building skills and ability to build trust with diverse range of constituents.
- Flexibility to attend evening and weekend activities as necessary.
- Commitment to advancing diversity, equity, and inclusion within GTCYS and with the broader community.
- Confidence using PC-based Microsoft 365 (Excel, Word, Outlook, PowerPoint, SharePoint).
- Experience with databases (GTCYS uses Neon CRM).

GTCYS is committed to being an inclusive and equitable workplace, and we strive to create a diverse staff that represents the broad communities we serve. Applicants from populations underrepresented in classical music are strongly encouraged to apply.

COMPENSATION & BENEFITS

Salary is \$65,000 - \$75,000 depending on experience. Benefits include health insurance (70% paid by GTCYS), 3% match to 401(k) plan, long term disability insurance, access to dental insurance, generous paid time off and paid holidays, summer Friday half-days, a remote work option (in the Twin Cities), and parking stipend for in-office work.

TO APPLY

Combine the following documents into a single pdf and email it to executive director Megen Balda at megen@gtcys.org. The position is open until filled and applications will be reviewed on a rolling basis.

- Cover letter describing how your professional experience and skills align with this role
- Resume
- Three professional references

ABOUT GTCYS

The Greater Twin Cities Youth Symphonies (GTCYS) broadens access to instrumental music and serves more than 15,000 children and adults annually through its core educational programs, community activities, and performances. Led by Artistic Director Mark Russell Smith and eight conductors, GTCYS serves 1,100 students ages 7-18 through its Harmony strings instruction program, Launch Lessons for school music students, 10 school-year orchestras, and summer camps. Committed to increasing access and breaking down barriers, GTCYS provides nearly \$200,000 in need-based tuition assistance and support for private lessons. GTCYS presents 25 annual concerts at Orchestra Hall, Ted Mann Concert Hall, and free community concerts at homeless shelters, schools, and care centers across the Twin Cities. Started in 2016, GTCYS' equity, diversity, and inclusion initiatives have demonstrated strong results and remain a top priority. GTCYS celebrated its 50th Anniversary Season in 2021-22 and has experienced tremendous growth in the last decade. GTCYS' current budget includes \$1.9 million in revenue, with 35% in contributed income from individuals, foundations, corporations, and the government. For more information, visit www.gtcys.org.