



Position Title: Director of Philanthropy

MIM’s Mission:

The Musical Instrument Museum (MIM) enriches our world by collecting, preserving, and making accessible an astonishing variety of musical instruments and performance videos from every country in the world. MIM offers guests a welcoming and fun experience, incomparable interactive technology, dynamic programming, and exceptional musical performances. MIM fosters appreciation of the world’s diverse cultures by showing how we innovate, adapt, and learn from each other to create music—the language of the soul.

Position Summary:

Reporting to the Chief Engagement Officer, the **Director of Philanthropy** will be a key representative of MIM in the arts and culture community. They will be responsible for meeting contributed goals through a comprehensive giving program of annual, membership, major, institutional, and planned giving. The Director will fundraise for MIM’s endowment, exhibitions, theater performances, educational and public programming, and general operations. They will develop a strategic plan and be able to convey the community importance of MIM’s mission and inspire advocacy for MIM through outreach and programs that stimulate awareness and ignite donor engagement.

The successful candidate will possess excellent interpersonal skills, keen attention to detail, and a strong work ethic, as well as a sincere passion for MIM’s mission. The position requires a creative and innovative thinker and with a service-oriented demeanor, motivated by engaging donors, building stewardship structures, and elevating MIM’s fundraising program as the museum continues to evolve.

Joining MIM’s Institutional Advancement team means advocating for and achieving long-term sustainability of a premiere cultural destination with a national and international reputation. As MIM approaches its fourteenth year of operation, it is an exciting and pivotal moment in the museum’s history. This is a unique opportunity for an accomplished fundraising professional to join a world-class organization and exceptionally talented team that is advancing the mission of MIM for future generations.

Key Accountabilities

Fundraising Activities

- Meet or exceed annual fundraising goals (currently \$3.25M) leveraging proven vision, expertise, and experience in non-profit fundraising:
 - In collaboration with MIM’s Executive Director, institutional advancement team, creative team, and senior leadership team, participate in the development,

- execution, and evaluation of annual, long-range, and future fundraising plans and campaigns to meet specific fundraising goals, objectives, and timelines
 - Support growth of MIM's planned giving program through donor engagement and cultivation of planned and endowment gifts
- Actively contribute to prospect development efforts
 - Identify, plan, and participate in major donor cultivation and solicitation, strategically activating senior leadership, curators, and MIM's board as appropriate
 - Manage a portfolio of approximately 50 prospects, generating 10-15 prospect visits per month leading to growth in the number of completed major and planned gift solicitations; provide timely stewardship of prospects and donors
 - Partner with Strategic Data Specialist to maximize donor and prospect research; develop customized proposals to match donor interests with programs, initiatives, & opportunities at MIM
- Develop a comprehensive working knowledge of MIM (including programs and operations) and MIM's funding priorities to articulate a compelling case for support to varied constituents
 - Secure corporate sponsorships for events, theater performances, education programs, exhibits, and other opportunities that include MIM's key assets
 - Develop and contribute to grant proposals and sponsorship requests as appropriate, for various prospects and donors
- Partner with the creative team to develop strategies, messaging, and various advancement collateral materials including annual donor report, membership brochures, website content, and e-communications

Managerial and administrative

- In partnership with the Chief Engagement Officer, build and lead a team of fundraising professionals to support institutional advancement goals in alignment with fundraising policies and best practices that ensure appropriate engagement and acknowledgement of gifts at all levels
- Oversee donor stewardship activities, including recognition, phone calls, gift acknowledgments, pledge agreements, notifications, naming signage, and lists
- Assist with projecting MIM's annual contributed income and departmental expenses during budget planning and track actuals throughout the year
- Prepare and present reports of institutional advancement activities and accomplishments for the board of directors, MIM's advisory board, and internal leadership meetings
- Maintain and track accurate and updated donor information in Salesforce/PatronManager database and adhere to data entry standard procedures

Events and community relations

- Work collaboratively with various teams to execute fundraising and donor cultivation event opportunities, such as exhibition openings, museum tours, concert previews, and other donor related events with some evening and weekend commitments
- Represent and advance MIM's brand in the community at speaking engagements and events
- Identify fundraising and donor stewardship event opportunities and collaborate with MIM's internal events team to plan and execute advancement-related events
- Serve as an exemplary advocate in the community, with donors, museum colleagues, business and corporate partners, and other leaders and key constituents
- Be proactively involved in the advancement profession and represent MIM in its Arizona communities, as well as national and international venues, as appropriate
- Work directly with MIM's Advisory Board and other relevant committees to achieve fundraising goals through advocacy, community connections, and audience development

The Ideal Candidate

- Undergraduate required; master's degree desirable; additional certifications or professional development a plus
- Minimum 5-7 years in a fundraising capacity with proven success in meeting goals
- 1-2 years of supervisory experience leading and coaching a talented team of fundraising professionals
- Energetic and outgoing, with an "on-the-go" spirit; desire to initiate conversations at MIM and in the community with current and potential donors, listen and understand donor objectives, and follow up once a donation is secured
- Previous experience in sales or marketing is a plus
- Ability to clearly articulate MIM's mission and its value to a global community of donors and members
- Possess creativity and flexibility in approaching fundraising, while also demonstrating the highest ethical standards, confidentiality, positive attitude, diplomacy, tact, and courtesy
- Strong interpersonal and organizational skills and aptitude to work with people of different ages and temperaments
- Superior written and oral communication skills
- Self-motivated and self-directed to design and complete complex projects
- Must also have skills and desire to: multi-task and meet deadlines; be a team player; work collaboratively; understand the principles and techniques relevant to major gift fundraising

- Exceptional at problem solving and excels in a high-performance culture
- Positive attitude with a comprehensive understanding and appreciation for donor cultivation & annual stewardship activities
- Experience working with an active team of volunteers
- Prior experience with Salesforce/PatronManager CRM and DonorSearch software is a plus
- Participation in evening and weekend activities as necessary
- Proficient in Microsoft Office Suite and Google Drive

Other

- This is a full-time position working on-site at MIM;

Apply Here:

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