

CHIEF DEVELOPMENT OFFICER (CDO)

Vancouver Art Gallery

Founded in 1931, the Vancouver Art Gallery is recognized as one of Canada's most respected and exciting visual arts institutions. In the past two decades alone, the institution has welcomed over 550,000 people in our last fiscal year and it currently has 40,500 individual members. Beyond the borders of British Columbia, the Gallery draws significant tourist audiences from across North America, Europe and Asia. As the largest public art museum in Western Canada, presenting art by historical and living artists, the Gallery also places an emphasis on advancing scholarship through major publications and a multitude of public programs that offer new ways to consider art.

The Gallery now stands at the threshold of one of the most exciting moments in its long and distinguished history, with plans to construct a new, purpose-built museum. This major project will go far to address an expanding membership, record-breaking attendance, a rapidly growing collection, the recent launch of the Institute of Asian Art, and educational programs that, due to lack of space, are unable to increase to meet the public's needs. The Gallery is working tirelessly to build an outstanding art museum that will serve as a showpiece not only for Vancouver but for British Columbia and all of Canada. There has been significant progress made on this monumental project, most notably with the recent unveiling of the conceptual design by architects Hertzog & de Meuron and announcement of support from the City and Provincial Governments.

The Vancouver Art Gallery has a rare opportunity for an individual to take the next step in their career as the Chief Development Officer for the organization. This position plays an integral role in the Gallery, leading an existing capital campaign to its ultimate success and being part of the transformation to a new Vancouver Art Gallery building. Reporting directly to the Director of the Vancouver Art Gallery, the Chief Development Officer will serve as a key member of the Gallery's top leadership group, and will lead the Gallery's overall fundraising, expand its network of potential donors, and increase support from individual and institutional contributors. The CDO will work closely with the Director, Board of Trustees, senior staff, volunteer and donor leadership to ensure the realization of the Gallery's mission and goals.

Essential Duties and Responsibilities:

- Supervise all development staff of the Gallery and shape the staffing of the development function
- Plan strategies to develop donors, generate contributions, and recruit new staff, in collaboration with the Director and the Board of Trustees

- Orchestrate the implementation of all development strategies
- Lay the internal and external groundwork for success in the current major capital campaign to secure the future of the Vancouver Art Gallery
- Ensure that the Gallery's culture, systems, and procedures support development, and vice versa
- Direct the capital campaign and other fundraising activities
- Develop existing Gallery relationships, and research, identify, and cultivate potential individual and institutional funders
- Utilize the full spectrum of fundraising methods (e.g., prospect identification, screening, cultivation, solicitation and stewardship) and programs (major gift, patron, annual fund, legacy gifts, corporate, foundation, personal appeals, applications and grant proposals, direct mail, email, and online fundraising)
- Oversee a robust schedule of cultivation, stewardship and fundraising events
- Set and meet fundraising goals and budgets for each development program.
- Manage the day-to-day operations of the development function to ensure that all administrative and operational aspects of development are executed at a high level of quality and efficiency
- Report periodically on fundraising strategies and progress toward goals to the Board of Trustees and top Gallery management

Qualifications:

- Successful record of at least seven years in the development field
- Experience with major comprehensive, endowment or capital campaign fundraising.
- A successful major gift track record.
- Total knowledge of all development programs including major gift, patron, individual direct response, legacy, corporate, foundation and special events.
- Demonstrated proficiency in establishing and managing relationships with donors in all categories
- Knowledge of local, national and international philanthropic communities that support the visual arts.
- Experience leading and developing management employees.
- Experience working in a leadership role with boards of trustees, senior management, staff, patrons and support organizations.
- Success in strategic and long-range planning. Experience developing and implementing marketing plans, communication strategies and sponsorship activities.
- Excellent writing and communication skills including public speaking, proposal writing and formal presentations
- Ability to lead, motivate, and organize an effective group of development professionals
- At least ten years' experience in not-for-profit organizations; significant experience with art gallery, museums, or educational institutions preferred
- Proven ability to articulate, construct, and implement annual and long-term strategic development plans
- Extraordinarily strong interpersonal skills, together with excellent verbal and written communication skills

- Strong organizational skills with exceptional attention to detail; ability to manage multiple tasks and projects simultaneously
- Bachelors' degree required; Masters' preferred
- CFRE (Certified Fund Raising Executive) certification preferred

A passion for the visual arts and the ability to communicate the value of art, particularly contemporary art, to both sophisticated and general audiences is essential.

Salary is commensurate with experience.

Please send your cover letter and resume, in confidence, by April 1, 2018 to the Director of Human Resources, Vancouver Art Gallery, 750 Hornby Street, Vancouver, B.C. V6Z 2H7, Fax: (604) 682-1086 or email: hr@vanartgallery.bc.ca

We thank all applicants for their interest; however, only those short-listed will be contacted.