

Director of Development reporting to CEO

Responsible for all Theatre fundraising activity by planning, organizing and directing all ongoing and special project funding programs for the Theatre by performing the following duties personally or through subordinate supervisors. Is the principle member of the Development staff and as such must personally identify, solicit and cultivate past and prospective donors, successfully “closing” these prospects on major gifts and sponsorships for operations, education and endowment.

Education and/or Experience; Bachelor's degree (B. A.) from four year college or university; or seven to ten years related successful experience and/or training; or equivalent combination of education and experience (track record must be verifiable).

Computer Skills: To perform this job successfully, an individual should have knowledge of Contact Management systems; Database software; Internet software; Project Management software; Spreadsheet software and Word Processing software. Specific knowledge of Blackbaud and Cresendo software.

Certificates, Licenses, Registrations: Valid California Driver's License and proof of current automobile insurance. Certification from ACFRE or CFRE preferable.

Send cover letter and resume to Joan Dzuro – jdzuro@mccallum-theatre.org