



# WashingtonBach Consort

*The Nation's Premier Baroque Chorus and Orchestra*

Dr. Dana T. Marsh, Artistic Director

## Major Gifts Officer Full-time, Exempt Position

### Position Description

The Washington Bach Consort is looking for a skilled and dynamic **Major Gifts Officer (MGO)**. The MGO is responsible for developing and managing relationships with assigned donors who have made gifts or have the capacity to give between \$5,000 and \$150,000 annually. The MGO will plan, coordinate, and implement donor engagement strategies to connect with and solicit high-net-worth individuals. This position will report to the **Executive Director** and work collaboratively with the Board, Development and Communications teams.

In addition to cultivating and stewarding current donor relationships, the MGO is responsible for actively sourcing and developing new high-net-worth donors and prospects. The MGO will also develop and plan cultivation events and exclusive donor engagement opportunities to strengthen ties with major donors and prospects.

### Key Responsibilities

- Initiate and cultivate one-to-one relationships with major donors and prospects that enhance their connection and lifetime loyalty to the Bach Consort;
- Manage and build a portfolio of 75+ active and prospective individual donors for annual and multi-year major gifts;
- Support an annual portfolio goal of at least \$500,000 in contributed revenue
- Achieve monthly targets on donor cultivation, solicitation, and stewardship activities and keep accurate engagement records;
- Secure new or increased gifts for the Bach Consort's annual campaign and longer-term initiatives;
- Design highly customized donor engagement plans for assigned donors in collaboration with the Development department and Bach Consort volunteers;
- Develop a donor pipeline that leverages resources and compliments a variety of donor strengths and opportunities using prospecting, cultivating, soliciting, and strategic planning to engage donors;
- Support and modify the personalized donor recognition program;
- Integrate planned giving options into donor development activities;
- Maintain and capture critical donor information utilizing the Bach Consort's donor relations management (CRM) system, Patron Manager;
- Assist in new prospect research and identification;
- Participate in the development and implementation of segment strategies as required for one-to-one donor relationship building; provide statistical analysis and market evaluation as needed;

- Work collaboratively with the Development team to develop realistic and attainable budget projections related to individual contributed revenue goals.

## Requirements

- Bachelor's degree required; advanced degree and/ or CFRE is preferred;
- Minimum 5 years of major gifts experience;
- Proven track record of personally cultivating and successfully closing 5- and 6-figure major gifts;
- Ability to manage multiple tasks and deadlines independently and to work effectively and cross-functionally with Bach Consort stakeholders and external constituents;
- Cultural competency and a track record of working effectively with people from diverse backgrounds; commitment to participating in both individual and organizational work on diversity, equity, inclusion, and anti-oppression;
- Able to exercise initiative, good judgment, flexibility, discretion, and solid decision making;
- Proficient with GSuite, project management tools, and donor databases, and quick to learn new technology and tools;
- Commitment to Racial Equity, Diversity, and Inclusion a must
- Demonstrated commitment to, and interest in, the performing arts is a plus.

## Qualifications

- Strong written and verbal communication skills;
- Superior attention to detail and organizational skills;
- Proactive in surfacing problems and finding solutions;
- Collaborative team player;
- Comfortable taking the initiative and “managing up” to move tasks forward;
- High level of discretion and ethical approach to fundraising. Good judgment, moxie, patience, and a sense of humor;
- Willingness to work evenings and weekends outside of regular business hours through performances, fundraising events, conferences, and one-to-one meetings with donors.

**Compensation from \$90,000 to \$110,000**, commensurate with experience. To apply, please submit a cover letter and resume, both of which should demonstrate your experience, qualifications, educational background, and desire to fill this position: **info (at) bachconsort.org with "Major Gifts Officer" in subject before October 24.**

**We encourage early applications, as interviews will be conducted on a rolling basis.** No phone calls, please. The Bach Consort is an Equal Opportunity Employer.