

Vice President for Development

Position Guide

About The Chicago Symphony Orchestra Association

The Chicago Symphony Orchestra Association (CSOA) serves as the administration of the Chicago Symphony Orchestra, the Chicago Symphony Chorus, the Civic Orchestra of Chicago, Symphony Center Presents, and the Negaunee Music Institute. The CSOA is led by President Jeff Alexander.

Founded in 1891, the Chicago Symphony Orchestra (CSO) is consistently hailed as one of the greatest orchestras in the world. Performances by the CSO are much in demand at home and in the most prestigious music capitals of the world. Led by renowned Italian conductor Riccardo Muti as its tenth music director, the CSO is working to fulfill his vision for the Orchestra—to deepen its engagement with the Chicago community, to nurture the legacy of the CSO while supporting a new generation of musicians, and to collaborate with visionary artists. In collaboration with the best conductors and guest artists on the international music scene, the CSO performs well over one hundred concerts each year at its downtown home, Symphony Center and at the Ravinia Festival on Chicago's North Shore. Music lovers outside Chicago enjoy the sounds of the Chicago Symphony Orchestra through best-selling recordings, national radio broadcasts, and frequent sold-out tour performances in the United States and around the globe.

The Negaunee Music Institute shares the extraordinary musical resources of the Chicago Symphony Orchestra to create connections to music for individuals and communities across Chicago and around the world, engaging more than 200,000 people each year. Built on the CSO's rich history of education and community engagement programming that originated in the early part of the twentieth century, the work of the Institute provides opportunities for people of all ages with diverse backgrounds to actively participate in the life of the Orchestra. Under the visionary leadership of CSO Zell Music Director Riccardo Muti and Judson and Joyce Green Creative Consultant Yo-Yo Ma, the Institute's learning and training programs include a suite of CSO concerts for school and family audiences, school partnerships, a training orchestra and fellowship for emerging professional musicians,

MISSION

The central mission of the Chicago Symphony Orchestra Association is to present classical music through the Chicago Symphony Orchestra to Chicago, national and international audiences.

KEY INFO

2016 - \$40 million in contributions including \$26 million toward operations and \$14 million in contributions and pledges toward endowment

\$73 million budget

\$280 million endowment fund

218 ticketed performances

VISIT THE CSO



intensive training and performance opportunities for young musicians, and collaboratively designed community engagement projects.

The Position

The Vice President for Development will lead a comprehensive development program that includes: annual, major, planned and endowment giving; foundation and corporate giving, and donor engagement. S/he will be responsible for a portfolio of top donors and prospects and is expected to be actively engaged in direct fundraising personally and in support of the President and Board members. The Vice President will focus on translating the organization's vision and strategy for growth into a fundraising plan with prioritized goals and performance objectives in order to ensure that both short and long-term goals are achieved. Additionally, the



Vice President serves as the staff liaison to the Nominating and Governance and Development Committees of the Board of Trustees and supports the Negaunee Music Institute. S/he will play a key role in preparing and planning and executing future fundraising campaigns.

The Vice President for Development will lead an existing team of 24 professionals. Direct reports include: Director of Development, Individual Gifts; Director, Corporate Development; Director of

Foundation and Government Relations; Director, Annual Giving and Development Operations; Director of Donor Engagement; the Director of Leadership Gifts; and the Executive Assistant. The Vice President for Development will serve on the CSOA's senior leadership team and peers include: Vice President for Artistic Planning; Vice President and CFO; Vice President for Orchestra and Building Operations; and Vice President for Sales & Marketing. The Vice President for Development reports to the President of the CSOA.

The successful candidate will bring a passion for the mission of the CSOA, prior experience in developing and implementing successful fundraising programs, and the skill and vision necessary to enhance the CSOA's long-term philanthropic capacity. This will include a successful record of cultivating, soliciting, and stewarding major gifts, together with demonstrated proficiency in team and program building.

Major Objectives

Within the first 12 to 18 months, the Vice President for Development will achieve the following:

- Develop and implement a strategic development plan that prioritizes fundraising goals, increases annual, major and planned gifts significantly, and continues to grow individual, corporate and foundation giving.
- Lead and mentor a development team that inspires trust and confidence with the President, Board of Trustees, staff and musicians.
- Perform increasing responsibilities and duties as assigned by the President.

Responsibilities

The Vice President for Development will have the following primary responsibilities:

- Develop and implement a comprehensive development plan to strengthen the organization's overall fundraising capacity that includes major gifts from individuals, foundations and corporations, annual giving, planned gifts, prospect research and stewardship. Work with staff to monitor, track and report on results of the tactical plans for each area.
- Create systems and processes to support ongoing identification, screening, evaluation, cultivation and solicitation of prospective donors; maintain Tessitura database to track efforts.
- Manage a portfolio of major gift donors and prospects and oversee donor cultivation and solicitation events.
- Work closely with the President, Trustees and other volunteers to cultivate, steward and solicit major gifts from new and existing top prospects. Provide leadership and training to the Development Committee of the Board to identify, steward and solicit prospective donors.
- Meet regularly with the Director and Board members of the Negaunee Music Institute and oversee funding of the Institute.
- Oversee preparation of fundraising publications and materials, including the annual report.
- Work with Sales and Marketing and other departments within CSOA to ensure consistent messaging of the brand – especially for outreach efforts with current and potential donors.
- Oversee the operations of the fundraising teams in a collaborative manner, ensuring achievable goals, accountability and outcome measures that clearly demonstrate fundraising success.
- Collaborate with the Leadership team in assessing and developing the CSOA's strategic and financial goals, and develop approved budgets and implement plans to meet annual philanthropic revenue goals.
- Manage the development department's budget of \$3.7 million for strong return on investment.
- Work closely with the Sales and Marketing teams to coordinate appropriate communications and marketing strategies and efforts to attract new donors, sponsors and partners, and increase CSOA's philanthropic visibility.
- Plan and execute future campaign efforts, including endowment, International Board, national Friends chapters, etc.



Qualifications

The following qualifications are desired for the Vice President for Development:

- A minimum of seven to ten years of senior-level leadership experience developing and implementing strategic fundraising plans and prioritizing a wide range of philanthropic initiatives while managing successful fundraising teams in a nonprofit environment.

- Demonstrated success securing support that includes major gifts, individual giving, annual giving, planned giving, foundation and corporate relations and special events.
- Experience leading major capital or endowment campaigns with a proven track record of success.
- Ability to develop and maintain effective working relationships with a diverse spectrum of people including the Music Director, musicians, staff, board members, donors and prospects in a complex variety of institutional and cultural settings.
- Proven experience as a member of the executive management team of a complex organization, including working closely with engaged boards, volunteers and development committees.
- Experience cultivating high-level donors and developing strategies for complex donor engagements.
- Excellent financial management skills and experience in budget analysis, forecasting and planning.
- Superb social skills and a desire to engage with current and potential donors and maintain a consistent presence in the philanthropic community.
- An open, collaborative and transparent leadership style known for strategic thinking, innovation, high integrity and political astuteness.
- Excellent communication skills, including strong written, verbal and presentation skills.
- High degree of technological proficiency, including experience with donor management and fundraising software applications, particularly Tessitura.
- An enthusiastic commitment to the mission of the CSOA and a passion to expand its impact.
- Ability to travel and attend program and fundraising activities, including evenings and weekends.
- A bachelor's degree from an accredited college or university; an advanced degree would be preferred.

Application

The Chicago Symphony Orchestra Association has retained Campbell & Company to conduct this search. CSOA offers a highly competitive salary, a comprehensive benefits package, and relocation assistance. The team for this project includes Marian Alexander DeBerry, Kris McFeely, and Joey Scheiber. To be considered for this opportunity, please send a letter of interest and resume to:

Joey Scheiber

Associate Consultant, Executive Search

(312) 896-8897 direct

joey.scheiber@campbellcompany.com

Campbell & Company

www.campbellcompany.com

The Chicago Symphony Orchestra is an Equal Opportunity Employer and values and encourages a diverse workforce.