

Danspace Project

DIRECTOR OF DEVELOPMENT **JOB POSTING**

Danspace Project (DSP) seeks a motivated Director of Development (DoD) to join the senior staff team in advancing Danspace Project's commitment to developing and presenting new work, supporting emerging and established artists, and an openness to new artistic ideas. In DSP's programs and operations, a balance of perspectives is sought across considerations of race, sexuality, gender, class, and ethnicity; aesthetic investigations across dance histories, genres and forms; and relevance to DSP's institutional history and memory. DSP's staff and board are guided by these Values ([here](#)) in order to continue to fulfill the organization's Mission ([here](#)).

The Development department at DSP is responsible for raising funds to support operations, long-range institutional growth, and programming activities. The DoD is a full-time, salaried position under the supervision of the Executive Director & Chief Curator. As a member of the DSP Leadership Team, the DoD works closely and collaboratively with the Executive Director & Chief Curator, Director of Finance & Operations, Program Director, and Communications Director. The DoD participates in planning and strategy meetings with the Executive Director and Executive leadership on the Board, as well as managing Board communications and working with the entire Board as appropriate. The DoD supervises and collaborates with two additional development staff to plan and execute fundraising strategies.

RESPONSIBILITIES:

The DoD has responsibilities and duties in the following areas: Fundraising and Stewardship; Leadership and Planning; External Affairs. Please see Full Job Description ([here](#)).

QUALIFICATIONS:

- The ideal candidate will have leadership experience in non-profit arts administration, and particularly in fundraising for a minimum of 5 – 10 years or equivalent experience.
- The ability to multi-task and maintain attention to detail without losing sight of the big picture is essential to the job.
- Strong capacity for flexibility and collaboration.
- Excellent written and verbal communication skills.
- Previous experience supervising.
- Knowledge of DSP programs and an interest in the performing arts.
- Experience with databases and Microsoft Office.

DETAILS:

- Salary \$65-\$80K, commensurate with experience.
- Please send cover letter explaining your interest and relevant experience and/or skills for the position, and resume with references as one PDF addressed to Judy Hussie-Taylor, Executive Director and Chief Curator, to jobs@danspaceproject.org. Please put "[Your Name], Director of Development" in the subject line.
- Position may require some in-person hours, with remote work options. By NYC mandate, all employees of Danspace Project must be vaccinated.
- Interviews ongoing. Applications accepted until position is filled.

Danspace Project is committed to providing equal opportunity in employment to all employees and applicants for employment. No individual will be discriminated against on the basis of race, color, religion, sex, sexual orientation, gender identity, ancestry, ethnic or national origin, veteran status, age or disability.

11/24/2021