Job Posting: Director of Development (Full-Time)

Reports to: Executive Director

The Director of Development will be responsible for bringing in major gifts from public grants, corporations, private foundations, and individuals to further arts and creative writing programs in Arkansas, Western Tennessee, and Northern Mississippi.

DeltaARTS’ mission is to bring imaginative arts education programs to the Arkansas Delta and surrounding communities. We do this through offering art classes at our Arts Education Center in West Memphis and through a variety of school art programs that also support literacy and STEM skill-building. In addition, our Crittenden Youth Theater program produces three plays a year.

The Director of Development will work with the Executive Director to:

- Solicit major gifts from individuals and businesses.
- Write public grant proposals to obtain state and federal funding.
- Write grants for private foundations and corporations.
- Develop new revenue streams through events and program partnerships.
- Manage fundraising events with volunteer support.
- Send thank you letters to donors and manage an annual giving campaign.
- Post updates to DeltaARTS social media accounts and write a monthly email newsletter.

An ideal candidate will have the following qualifications:

- A bachelor’s degree in business, nonprofit management, or related field.
- At least 1-2 years’ experience in fundraising or sales.
- Public grant writing experience.
- A self-motivated worker who is goal-oriented and organized.
- Excellent writing and public speaking skills.
- Highly motivated to raise major gifts and gain new fundraising skills.

This full-time position has a starting salary of $40,000 a year. Health insurance is provided along with paid vacation and personal time. A significant raise and additional benefits will be negotiated after one year of service based on whether fundraising goals are met or exceeded. This is an ideal opportunity to build extensive fundraising experience and, long-term, to build an effective fundraising team.

Please send a cover letter and resume to acook@deltaarts.org with the subject line “Director of Development.”