

Thursday, July 11, 2019

Seeking Development Manager

Company: Dancers Unlimited /DUNYC
Compensation: DOE

► [Share](#) | [Print](#) | [Download](#)



About Dancers Unlimited

Dancers Unlimited is a bi-city company based in Honolulu and NYC. DU creates authentic and powerful movement narratives for the advancement of our communities. Established in 2009 in Honolulu, the company has presented international performance tours and community engagement projects. Its NYC company, DUNYC was created in 2014 and recently celebrated its 10th NYC season with two sold-out evening productions at The Actor's Fund Theatre at Mark O'Donnell Arts Center. The company also produces and curates an annual dance showcase, reasonsLegacy, to provide a platform for emerging NYC-based choreographers to engage in social justice conversations through meet-ups, choreography lab, and performances.

About the Position

The Senior Development Manager is a part-time position and helps lead DUNYC's fundraising with a focus on individuals, corporations, and foundations/grants. The Senior Development Manager possesses the strategic vision, practical skills, and expertise to take a leading role in DUNYC's fundraising including the stewardship of new and existing donor relationships and implementation of events. Reporting to the Company Director, the position works closely with staff across the organization and plays an integral role on the Development team. They must demonstrate initiative at all stages of the partnership cycle including cultivating and growing existing donors and sponsors, identifying new prospects, researching and applying for grants, and assisting to raise DUNYC's fundraising goals. The position represents DUNYC to external audiences interested in supporting the organization and maintains ongoing relationships with donors, sponsors, and grant-makers at all stages of the giving cycle.

Responsibilities

- a?? Help develop and implement DUNYC's fundraising strategy.
- a?? Manage existing donor relationships and cultivate new relationships in conjunction with DUNYC's Company Director, Branding & Special Events Development Consultant, and an administrative assistant.
- a?? Help plan and implement annual fundraisers in collaboration with DUNYC's Hawaii & NYC teams.
- a?? Expand DUNYC's network of donors.
- a?? Build partnerships with community leaders and philanthropists to promote DUNYC's work.
- a?? Collaborate with DUNYC's administrative team to strategize for significant donation campaigns, including Give Out Day, Giving Tuesday, and end-of-year giving.
- a?? Recruit corporate sponsors to achieve growth targets
- a?? Develop a marketing and publicity plan to promote events
- a?? Secure in-kind donations for day of event (i.e. food, beverage, spirits, transportation, accommodations, entertainment, giveaways, gift bags, etc.)
- a?? Development advisory board members and organizational supporters to establish host committees and engage the host committee in outreach
- a?? Help apply for grants and residency, including research and draft applications, keep track of application deadlines, and serve as a liaison between DUNYC and our fiscal sponsor, FIA Projects.

Qualifications

a?? Bachelor's Degree in a related field.

a?? Minimum of 7 years experience in non-profit fundraising, including successful development and implementation of fundraising strategies, individual donor cultivation, grantwriting, and event planning.

a?? Excellent writing, and proofreading skills.

a?? Creative thinking and comfort prospecting, cultivating and managing individual donor relationships at high-value and grassroots levels.

a?? Ability to take initiative and work independently, while being a dependable team player.

a?? Strong problem solving and decision making skills

a?? Strong Microsoft Office skills, knowledge of Google Docs, and knowledge of donor tracking database software.

a?? Preferred knowledge of Facebook, Twitter, and other social media outlets as tools for individual donor cultivation and event promotion

a?? Willingness to travel, if/when needed.

a?? Passion and motivation to work on behalf of DUNYC's mission to create impactful moveMEANT narratives and community work.

Salary DOE

How to Apply

Interested candidates should e-mail a cover letter explaining how your skills and background fit this position and a resume/CV to Linda@duhawaii.com. Please refer to "Senior Development Manager" in the subject line.

Dancers Unlimited is an equal opportunity/affirmative action employer. People of Color, and transgender/gender-variant individuals are strongly encouraged to apply.

Application Deadline: July 30th, 2019

Dancers Unlimited /DUNYC
www.DUHawaii.com

For more information:
Linda Kuo
Linda@duhawaii.com

[< back](#)

[previous listing](#) • [next listing](#)