

Thursday, February 5, 2026

Development and Outreach Manager

Company: Dancing in the Streets

Location: Bronx, NY

Compensation: \$36,400 - \$41,600 per year for 20 hours average per week

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Position Available:

Development and Outreach Manager, Dancing in the Streets, Inc.

Part-Time, Salaried, Remote and In-Person, Based in NYC

Starts Immediately

Reports to Executive Director, Dancing in the Streets, Inc.

Background:

Dancing in the Streets, Inc. (DITS) is a Bronx-based nonprofit arts organization founded in 1984. Its sole program, It's Showtime NYC! (IST) provides work opportunities and career development for NYC's subway and street dancers, as a legal alternative to dancing on the subway. Over the years, the program has evolved through collaborative teamwork between the dancers, a small team of dedicated program administrators, outside consultants and advisors, a range of funders, and the Board of Directors of Dancing in the Streets, Inc.

IST dancers are primarily self-taught dancers from the Bronx and Brooklyn.

Through IST, dancers have received work as performers at Lincoln Center, Works & Process at the Guggenheim, the MET Museum, the Shed, Abrons, Barclays, SummerStage, Jacob's Pillow, Weeksville, HarlemStage, the Apollo, and more; recent commercial work of IST dancers has been for Kiehl's, Coach, AT&T, Bacardi, Barney's x Hourglass Cosmetics, and New Balance; IST dancers have served as teaching artists at public schools and community centers; and they recently participated in residencies in Minnesota and Florida. Dancers also receive ongoing coaching on work skills, etiquette, marketing, production and time management.

Over the past six years, Dancing in the Streets has been successful growing its annual budget with dedicated funds to secure stable cash flow and advance artistic and administrative growth, primarily through government and foundation support. In 2026, we are working with a Fundraising Consultant to implement a new Fundraising Strategy that will help to build new and diverse contributed support from donors and engender new forms of earned revenue generation.

Job Summary:

The Development and Outreach Manager will execute the company's new Fundraising Strategy that includes a focus on donor and Board cultivation and engagement, event assistance, and social media and CRM management. This is a front-line fundraising position that works closely with the Board, several Board committees, donors, and prospects to attract and expand charitable and earned revenue. This position will complement the work that DITS' Executive Director and Grant Writer are doing in securing significant government and philanthropic grants.

The Development and Outreach Manager will be responsible for building strong relationships with existing and prospective donors across multiple sectors. The manager will use expert communication skills, and a keen sense of initiative to identify new prospects, maintain relationships with current donors and the Board, cultivate supporters, and implement new strategies to secure funds. This position also involves organizing intimate and medium-scale fundraising events to help move DITS closer to reaching its financial goals. The manager should be well organized, proactive, and ideally has a proven track record of implementing successful fundraising campaigns, and have the ability to inspire others. The position works closely with the Board, Fundraising Consultant, Grant Writer, Artistic and Program Director and reports to the Executive Director (ED).

The successful candidate will be highly organized, proactive, dynamic, and entrepreneurial with a proven track record in implementing successful individual giving, social media campaigns and creating compelling content to inspire support.

Preferred Education, Experience and Training:

Bachelor's degree in nonprofit administration, dance, arts, and/or performing arts management;

Minimum of five years' experience in fundraising and social media nonprofit work for a dance, performing arts, or cultural non-profit organization;

Experience networking, initiating, cultivating and maintaining relationships with individual donors, Board members, and a broad range of New York City business and government leaders and cultural aficionados.

The ideal candidate will have knowledge, skills, & qualities as follows

Strong organizational, research and time management skills;

Highly motivated, organized and self-starting professional with can-do attitude, sense of humor, flexibility;

Interest in NYC street/club dance styles and/or hip hop/club dance culture;

Knowledge of the philanthropic landscape of NYC;

Excellent interpersonal skills, proofreading, telephone, writing and communication skills, and computer literacy;

Working knowledge of: Google Workspace, Dropbox, Squarespace and/or WIX, mailchimp, (or other list management system);

Experience with online marketing and social Media platform building including: Instagram, Youtube, LinkedIn, Facebook, Tik Tok and other platforms;

Experience in managing CRMs such as Give Butter or other CRM;

Experience in conceptually developing, shooting, editing and posting video content online with knowledge of Premiere Pro, Lightroom, Photoshop, or other Adobe editing software preferred.

Create high-quality and visually appealing digital content, including images, videos, infographics, and other multimedia elements.

Designing newsletters and eflyers with Canva and other platforms.

Engaging and diplomatic communicator/thinker;

Strong motivator and collaborator;

Ability to relate and work well with a range of stakeholders and community members, including street dancers, Board members, corporate clients and funders, donors, consultants, presenters and fellow staff members;

Ability to work independently and as part of a team.

Duties and Responsibilities:

Understand and be a proponent of the Program's artistic vision, history and philosophy in support of its mission and strategic plan.

Fundraising:

Work with ED and Development Consultant to help build and manage an inaugural membership program for major gifts and gifts at all levels of support;

Attend prospect and donor meetings, manage donor gift entry and donor acknowledgements, and oversee benefit fulfillment of membership program and related annual fundraising campaigns;

Maintain donor and foundation CRM database currently Givebutter, RSVP lists;

Schedule, coordinate, and motivate Board and Fundraising Committee meetings and networking events;

Research, initiate and generate new funder and sponsorship leads;

Attend in-person networking events to cultivate funding interest in organization's work and mission;

Lead the planning, invitations, and execution of a minimum of 4 seasonal cultivation and/or fundraising events;

Generate and manage bi-annual digital donor campaigns;

Support Executive in planning Board meetings;

Photograph cultivation events for social media posts and donor cultivation follow-up;

Stay on top of fundraising trends and nonprofit community;

Other duties as assigned. Flexibility is going to be key to the success of this role as we are a small non-profit that often has to pivot and fill gaps.

Outreach and Marketing:

Spearhead and manage website updates and social media campaigns to attract cross-sector interest in and support for the program;

Create and update media kits;

Video/photograph/edit content for social media, newsletters, and websites.

Create visually compelling Board, sponsor and donor cultivation materials;

Maintain the company's photo and video archives;

Generate monthly newsletters to Board and quarterly newsletters to donors;

Develop and execute strategies for promoting new fundraising activities and cultivation events.

Management:

Select, train, and manage dancers to assist in fundraising initiatives as budget and time permit.

Hours:

This is a hybrid, part time, salaried position. Position is designated to be an average of 20 hours per week, which is predominantly remote.

Occasional in-person meetings, plus weekend and evening hours required for cultivation opportunities and special events that will take place

in NYC. Hours to be set with ED, may vary from week to week, however some consistent remote/in person hours will be required.

Position requires use of your personal cell phone, wifi and computer. Position requires ability for light physical work including ability to lift up to 20 pounds.

Salary Range Based on Experience:

\$36,400 - \$41,600 per year for 20 hours average per week; opportunity for growth.

Benefits include:

Paid 10 days vacation after first year, holidays, workers' compensation.

To apply:

Email cover letter, resume and work samples to: Erica Ruben, Executive Director

erica@dancinginthestreets.org

Work Sample instructions: Please provide a one page document with 3-5 links of your work (or work you've partially created) which can include any of the following: social media content, newsletters, eflyers, videos. Please list your role(s) in creating each work sample (For example: edited video; wrote newsletter; designed eflyer; directed, filmed, edited, wrote social media post, etc).

Please label your email with SUBJECT: Development and Outreach Manager

Dancing in the Streets is an active Equal Employment Opportunity Employer. All employment decisions shall be made without regard to age, race, creed, color, religion, sex, national origin, ancestry, disability status, veteran status, sexual orientation, gender identity or expression, genetic information, marital status, citizenship status or any other basis as protected by federal, state, or local law.

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