

# ALONZO KING LINES BALLET

Title: Director of Development

Reports to: General Manager

---

Join an internationally acclaimed arts organization at a pivotal time in its history. Celebrating 40 years, Alonzo King LINES Ballet (LINES) is part of the cultural fabric of San Francisco and known around the globe for its impact on shaping the future of ballet and dance education. Founded by visionary choreographer Alonzo King, the organization has been recognized for its world-premiere performances featuring unique collaborations and transformative education programs that nurture creativity, self-discovery, empathy, and risk-taking.

The Director of Development (DoD) is an integral member of LINES' leadership team. You will work in close collaboration with the Executive Director, Board of Directors, General Manager development team and colleagues to lead the creation and execution of LINES Ballet's fundraising strategy. You will develop, manage, and implement the fundraising plan and calendar, steward all \$1,000+ and major gift donors, oversee institutional partnerships.

Strong candidates will have a 5+ year track record of fundraising success for nonprofits, excellent communication and relationship management skills, experience leading a high-powered team, and a strong understanding of fundraising best practices.

## ESSENTIAL DUTIES AND RESPONSIBILITIES:

### A. Major Donors

- Grow LINES' major gift program by identifying and qualifying donors among existing donor base and researching potential prospects
- Develop major gift solicitation strategies in alignment with LINES Ballet's funding priorities
- Cultivate, solicit, and steward major donors and prospects through ongoing personal communication, meetings, and correspondence

### B. Annual Giving & Events

- Manage direct mail and email solicitations to new, lapsed, and current donors
- Oversee the timely execution of donor acknowledgements and the fulfillment of giving benefits
- Work with Board and staff to plan and execute fundraising and stewardship events, including annual Gala

### C. Institutional Partnerships

# ALONZO KING LINES BALLET

- Develop relationships with new corporate and foundation partners and steward existing relationships
- Solicit institutional gifts in collaboration with Assoc. DoD
- Facilitate site visits for prospective funders

## D. Department Leadership

- Oversee departmental budget
- Report to LINES leadership and Board on fundraising progress and strategies
- Lead the development of fundraising messaging and creation of fundraising collateral in collaboration with marketing
- Represent LINES Ballet in the community and at all home season LINES Ballet performances
- Track donor communication in Salesforce and hard files

## QUALIFICATIONS:

- Excellent fundraising track record (5+ years) and growth mindset
- Excellent verbal, written, and presentation skills
- Knowledge of the arts community preferred
- Experience developing strong relationships with internal and external stakeholders
- Proficient in databases (e.g. Salesforce,) and Microsoft Office suite
- Management experience
- Bachelor's degree

## OTHER ATTRIBUTES:

- Self-starter with a high level of initiative
- Collaborative
- Ability to represent the company and its values in a professional manner

## EMPLOYEE BENEFITS

LINES Ballet offers competitive compensation and benefits, including a 100% Employer paid health plan, dental and vision coverage, pre-tax commuter benefits, 403(b) retirement plan, generous paid time off, and unlimited free dance classes for full-time employees. LINES Ballet is an equal opportunity employer.

## TO APPLY

Please send a cover letter and resume to [Elizabeth.lopez@linesballet.org](mailto:Elizabeth.lopez@linesballet.org) with “Director of Development” in the email subject line.

# ALONZO KING LINES BALLET

Alonzo King LINES Ballet is an equal opportunity employer