

Detroit Opera

Yuval Sharon, Gary L. Wasserman Artistic Director
Christine Goerke, Associate Artistic Director

Associate Major Gifts Officer

Job Posting

Department: Development

Classification: Full-Time, Exempt

Work Schedule: Monday-Friday, occasional evenings and weekends required

Posting ends:

How to Apply: Qualified applicants should submit their resume and cover letter via email to employment@detroitopera.org

Position Summary

The Associate Major Gifts Officer position is a key member of the Development Department's team who will be responsible for the identification, cultivation, solicitation and stewardship of current and prospective donors. The Associate Major Gifts Officer is an opportunity for a motivated and experienced development professional to impact strategy and growth for Detroit Opera's Development Department. This position requires both strategic vision and a hands-on approach with knowledge of all facets of development and a good working understanding of nonprofit best practices. The successful candidate will be motivated to network socially and have a call and passion for building relationships with those in decision making positions; is high energy with a positive attitude and the ability to provide superior donor service; and is a dynamic self-starter who can think strategically and provide solutions.

This position reports to the Major Gifts Officer.

Specific Responsibilities:

- In partnership with board and staff leadership, support strategy of Detroit Opera's annual giving, capital, and other identified campaigns
- Develop & manage a portfolio of approximately 100 - 125 qualified major individual gift prospects with the goal of securing investments in the capital

campaign and artistic initiatives as well as maintaining and increasing investments in the annual fund

- Key staff manager for the solicitation and stewardship of the DiChiera Society - an annual portfolio of donors that give \$2,500+
- Build and facilitate plans to cultivate existing donors and prospects with the goal of opening new opportunities for funding and to deepen existing relationships
- Collaborate with the Major Gifts Officer to prepare a yearly Work Plan, aligned with financial targets, as well as professional goals and objectives
- Keep detailed, comprehensive and accurate records of contacts with all prospects and donors
- Participate in all events of the Development department including donor stewardship events, donor lounge shifts, board engagement and other key fundraising events throughout the year.
- Other duties as assigned.

Required Qualifications:

- Bachelor's degree and 3-5 years of development experience with increasing levels of responsibility and achievement in executing a successful fundraising program or equivalent combination of education and experience
- Demonstrated experience in personal solicitations of gifts \$2,500+
- Demonstrated fundraising results
- Demonstrated interpersonal skills with an ability to work easily and effectively with volunteers and staff, and sensitive to the needs of individuals and able to maneuver within multiple departments
- Ability to understand diverse perspectives and acknowledge the significance of differences and complexities in backgrounds, cultures, values and viewpoints as the foundation for an inclusive environment.
- Demonstrated analytical skills, action-oriented, decisive, accurate and timely with the ability to work in an ever-changing environment and adjust priorities accordingly
- Strategist that is motivated by deadlines and measurable outcomes with the ability to work well under pressure; persistence, perseverance, tenacity, integrity and patience
- Proficient in Microsoft Office Suite, including MS Word, Excel and PowerPoint

Desired Qualifications:

- Experience working with a donor database such as Tessitura or Raiser's Edge

Physical Demands/Work Environment:

- The person in this position occasionally works weekends and evenings to participate in development activities.
- The person in this position occasionally remains in a stationary position for periods of time.

- The person in this position occasionally navigates throughout the building to attend meetings and access files.

Application Deadline

Job openings are posted for a minimum of seven calendar days. This job may be removed from posting boards and filled anytime after the minimum posting period has ended. Applications will be reviewed as received throughout the posting period and continue until the position is filled.

Additional Information

Detroit Opera is committed to recruiting and retaining a diverse workforce and encourages all employees to fully incorporate their diverse backgrounds, skills, and life experiences into their work and towards the fulfillment of the DO mission.

About Detroit Opera:

Founded in 1971, Detroit Opera (DO) is the premier multi-disciplined producer and presenter for opera, musical theatre, and dance in the Great Lakes Region. Based in the city of Detroit, the organization engages artists of national and international stature for stellar main stage and outreach performances, and provides compelling cultural enrichment programs for the diverse audiences and communities that it serves, making it one of Detroit's pillars of arts and culture. DO is among a select few opera companies nationwide to own its theatre, the historic 2,700-seat Detroit Opera House, which is located in the heart of downtown Detroit.

DO is seen as the most innovative opera company in America. DO garnered great critical and popular acclaim during the pandemic for its socially-distanced, drive-thru production of *Twilight : Gods*, an adaptation of Wagner's *Götterdämmerung*. Brainchild of new Artistic Director Yuval Sharon, *Twilight : Gods* was performed across multiple levels in DO's own parking structure, and provided performance opportunities for local cast and orchestra members, in addition to international opera stars. Lauded for past projects such as his [reverse chronological staging](#) of Puccini's *La Bohème*, Sharon in July premiered a [high-tech reimagining](#) of a Wagner opera.

For more information, please visit <https://detroitopera.org>