



DIRECTOR of Development

ByalaSearch LLC is pleased to announce that our firm has been retained by the Apollo to identify candidates for the position of Director of Development.

ABOUT THE APOLLO

The iconic Apollo opened in 1934 and is one of the most legendary and influential cultural forces in America. Today, The Apollo is a nonprofit performing arts organization in New York City; a community anchor and economic driver for Harlem; a global touch point for African-American culture; and one of the world's most well-known, and enduring performing arts institutions. Each year, The Apollo offers more than 100 performances, as well as meaningful education and community programs engaging the New York City and greater metro area, welcoming national and international tourists, directly impacting more than 200,000 people.

The Apollo takes an active role in empowering artists as activists, building on its incredible legacy as a touchstone for the African-American community and serving as a nurturing home for diverse artists with programs that focus on social justice.

The organization's Education and Community Programs extend the Apollo's commitment to enhancing life in Harlem and its surrounding neighborhoods. High-caliber artistic presentations and innovative learning programs provide transformative experiences for youth and meaningful engagement for the community--particularly reaching communities like the African-American, Latino, and young local audiences of Harlem, which are historically underserved by the performing arts. Nearly 13,000 people participate in these programs each year.

This year, The Apollo will expand to become a performing arts center with the renovation and restoration of The Apollo's Historic Theater and the opening of The Apollo's Victoria Theater. The Victoria Theater, located just down the street from The Apollo, will allow the organization to expand its scope of artistic, educational and community programs.



PRIMARY FUNCTION

Reporting to the Chief Development Officer, the Director of Development will support The Apollo's forward-looking artistic vision as it builds on its tradition of presenting by commissioning experimental work. The DOD will drive contributed revenue from institutional funders and create new fundraising opportunities for the organization by crafting and executing strategies to penetrate new domestic markets and donor bases with an emphasis on individual donors. This position will have direct reports such as Director of Major Gifts, Senior Manager, Individual Giving and Associate Director, Institutional Giving. The current annual fundraising goal is approximately \$10 million.

POSITION DESCRIPTION

Specific Responsibilities of the Director of Development:

- Work with the Chief Development Officer to establish metrics of success for the whole department and individual units;
- Supervise the institutional giving portfolio and work closely with the Associate Director, Institutional Giving to identify, cultivate, solicit and steward corporate partners and sponsors, foundations and government donors; supervise individual giving, including membership, mid-level donors and major donors, working closely with the Chief Development Officer, Director of Major Gifts and Senior Manager of Individual Giving to expand giving by individuals at all levels;
- Guide development staff to develop multi-channel strategies to identify, cultivate, solicit and steward individual donors with a focus on building this portfolio;
- Work closely with the programming and education departments ensuring the development department has a lead role in proposal development;
- Collaborate with senior staff and represent the Chief Development Officer in inter-departmental meetings, dealing with matters of policy and strategy;



- Meet or exceed fundraising goals for institutional and individual giving; assist with campaigns as appropriate;
- Oversee the expansion and maintenance of volunteer groups, including EmpowHer;
- Aid or support the executive team in the creation, implementation, and evaluation of strategic goals (for example, the opening of The Apollo's Victoria Theater);
- Successfully manage three direct reports to achieve departmental goals and build a superior organization by attracting, developing and retaining talent with the organizational fit to meet needs;

Critical Competencies for Success:

- History of soliciting 5, 6 and 7 figure gifts with the ability to model success for others.
- Track record within a matrixed environment of developing strategies targeting institutional and individual donors.
- Ability to work collaboratively and inclusively across an organization partnering with different departments, such as Marketing, Programming and Education.
- Track record of leading and mentoring a high-performance team, including interviewing, hiring, and training staff and fundraisers; setting metrics and goals for the team;

Ideal Skills and Experience:

- Bachelor's degree with minimum 7-10 years' experience as a frontline fundraising manager, preferably in a cultural organization;
- Current on trends, best practices in fundraising, as well as having an excellent knowledge of nonprofit fundraising and taxation principles, ethics and guidelines;



- Leadership skills that leverage diversity, making the most effective use of the various talents and capabilities of all individuals; advancement of diversity in the workforce (with regard to race, ethnicity, opinion, gender, physical ability, etc.) for the achievement of common goals;
- Experience in a complex, varied team environment;
- Excellent communication skills, both written and oral;
- Strategic thinker and strong decision-maker, with the capacity to problem solve;
- Ability to work with people at all levels of an organization within a complex structure;
- Developing and maintaining ongoing working relationships with other departments across an organization to further the institutional mission;

Other Characteristics:

The successful candidate will be passionate about the mission of The Apollo and value its unique, leading position as a commissioning and presenting organization of African-American art and artists. The Director will be a collaborative professional who empowers others to make decisions, enables individuals to stretch their capabilities and accomplish their goals. The placement will be a seasoned professional capable of proactively developing strategies for long term implementation and working in a fast-paced environment, maintaining flexibility and a sense of urgency. The ideal candidate will be confident, creative and entrepreneurial with the ability to articulate such strategies to senior management as well as manage a collaborative team, enabling staff to perform at the highest level to achieve the best possible outcomes. The Director of Development will be solutions-oriented and can successfully balance both staff and senior management needs and expectations. The placement will be sensitive in his or her presentation style and have the instincts to build and sustain internal and external relationships crucial to The Apollo.

COMPENSATION

The compensation for the Director of Development is targeted at \$150,000.



KINDLY SEND NOMINATIONS OR EXPRESSIONS OF INTEREST TO:

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