



**NOW HIRING**

**JOB TITLE:** Director of Development

**REPORTS TO:** Managing Director

**CLASSIFICATION:** Full Time Exempt, Salary: \$60,000-\$70,000 depending on qualifications

**HYBRID WORK ENVIRONMENT:** Position requires minimum 3 days per week in office

**To apply, send cover letter and resume to:** [jobs@mixedblood.com](mailto:jobs@mixedblood.com)

### **ABOUT MIXED BLOOD THEATRE COMPANY**

Using theater to disrupt injustice, model equity, and create community, Mixed Blood Theatre has invited the global village into its audience and onto its stage for its unique brand of challenging, inclusive, and predictably unpredictable theatre since 1976. Winner of numerous awards for its human rights and artistic accomplishments, Mixed Blood pays positive attention to differences and champions access; its ground-breaking commitment to access, Radical Hospitality, is nationally renowned. Located in the Minneapolis' Cedar Riverside neighborhood, Mixed Blood is a point of assembly for residents and organizations and leads audiences to a much larger world, spawning a ripple effect of social change. Mixed Blood has no debt, owns its own facility, and has an operating reserve.

### **MISSION STATEMENT**

Using theater to illustrate and animate, Mixed Blood models pluralism in pursuit of interconnections, shared humanity, and engaged citizenry

### **VISION STATEMENT**

As a beacon for the global village of Minnesota and beyond, Mixed Blood will champion equity and animate social change through exceptional artistry, catalytic relationships, and universal access.

### **POSITION SUMMARY**

The Director of Development supports the highest strategic priorities of the organization and serves as a member of the Theatre's senior leadership team. They will focus on setting and meeting contributed income goals, managing and enhancing donor/funder relations, and partnerships while retaining and deepening relationships with current ones. Through effective research and fundraising efforts in support of the mission, vision and programming, the Director of Development develops and executes strategies to support programmatic aspirations, assure financial health, and achieve mission realization while leading through the lens of Equity, Anti-Racism and Social Justice.

### **DUTIES AND RESPONSIBILITIES**

#### **Fundraising & Donor Relations**

- Lead the planning and implementation of Mixed Blood's fundraising efforts, developing both annual and long-range strategies that support growth and sustainability across all funding areas.
- Develop and implement annual appeals and other campaigns designed to support both individual donor renewal and new acquisition.
- Oversee internal systems for prospect generation and management.
- Plan special fundraising events.
- Build relationships with regional and national foundation partners, and proactively identify new partners in collaboration Managing and Artistic Directors.

- Develop strategies to increase support from corporations, government agencies, and community partners.
- Work in close collaboration with the Managing Director, Artistic Director, and Board to support and encourage their active participation in fundraising.
- Marshal the varied resources and talents of the theatre's board, staff and artists to aid in achieving contributed income goals.
- Steward existing donors and create new opportunities for donor engagement.

#### Administration & Leadership

- Ensure that systems and procedures to track cultivation and acknowledgement are effective, timely and responsive.
- Create a department budget and manage it responsibly.
- Provide organizational leadership and contribute to budgeting and strategic planning processes.
- Direct and supervise Development Associate

*This job description is not exhaustive and is subject to review in conjunction with the post holder and according to future changes/developments. The employee may be required to perform duties outside of this description as operationally required and at the discretion of the Managing Director when applicable.*

#### **SKILLS, KNOWLEDGE AND ATTRIBUTES**

Our ideal candidate is a change agent, creative community connector, committed team builder, and energetic self-starter with the following attributes:

- Ability to navigate interpersonal and group dynamics
- Excellent written and verbal communications skills
- Creative, methodological process orientation
- Working knowledge of database management
- Core belief in and practice of the principles of equity, diversity, and inclusion
- Significant previous experience and measurable success in nonprofit fundraising (arts preferred), including meeting goals;
- At least 3-5 years of senior development experience is preferred;
- Managerial experience in setting a positive work environment;
- Ability to set strategic direction and execute such strategy effectively;
- Successful track record of identifying, cultivating, and soliciting contributions with strong interpersonal skills;
- Strong analytical skills and ability to leverage fundraising data as a tool;
- Ability to communicate clearly and effectively (verbally and in writing) with a wide range of staff, donors, vendors, and other stakeholders;
- Positive, entrepreneurial spirit and hands-on, detail-oriented mentality;
- Self-motivated, collaborative, organized, able to manage multiple priorities;
- Understanding of Minnesota and its philanthropic community

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*Mixed Blood Theatre is committed to advancing equity and diversity in all that we do. MBT does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, marital or familial status, sexual orientation, gender identity, veteran status or any other basis prohibited by local, state, or federal law. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+ individuals, people with disabilities, veterans, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community. Successful candidates will commit to an equitable and inclusive workplace, including but not limited to: racial equity, accessibility for individuals with disabilities, use of gender inclusive language, and cultural sensitivity.*