Oakland Museum of California Director, Center for Philanthropy and Institutional Advancement

The Oakland Museum of California is seeking a forward-thinking, values-driven development strategist to lead the Museum's fundraising efforts, currently consolidated into a five-year \$85 million comprehensive campaign for operating support, growth of endowment and investment reserves and capital, and facilities enhancement. The Center Director will serve as a key spokesperson in the philanthropic community, a vital partner to the Board and Executive Director in relationship building, and as a member of the Executive Team that provides institution-wide leadership and vision for the organization.

Institutional Profile

The Oakland Museum of California (OMCA) is one of the Bay Area's largest cultural institutions founded on democratic principles as a "museum of the people." The Museum's mission is "to inspire all Californians to create a more vibrant future for themselves and their communities." With more than 100,000 square feet of gallery space on four city blocks, OMCA is the only museum devoted exclusively to the art, history and natural science environment of California and has earned a national reputation for its visitor-centered commitment as a leader in community and civic engagement.

From 1969 to 2011, the Museum was operated by the City of Oakland in partnership with the private, non-profit Oakland Museum of California Foundation. From 2006 to 2012, the Museum conducted a major renovation and expansion of its landmark building and the reinstallation of its three core collection galleries, garnering local, statewide and national recognition. Since July 2011, the successor organization, the Oakland Museum of California has been functioning as a self-governing non-profit organization led by a 33-member Board of Trustees. The Museum is structured into five cross-functional "centers:" the Center for Philanthropy and Institutional Advancement, the Center for Experience Development and Collections, the Center for Audience and Civic Engagement, the Center for Administration and Business Operations, and the Center for Creative Production. The Museum's budget is approximately \$15 million and the goal for contributed revenue in FY17 is \$6.9 million.

OMCA is currently guided by a five-year strategic plan, "Inspiring California's Future," and is focused on two central goals of financial sustainability and deep and meaningful social impact. The Director of Philanthropy and Institutional Advancement will be a key leader and catalyst toward achieving these goals – galvanizing the team to achieve ambitious contributed revenue targets while developing a new and innovative model of

fundraising in support of the institution's core principle that museums can and should belong to everyone and that our museum can be a place that fosters inclusion, creative agency, tolerance and empathy for and with the community.

Primary Function

The Director, Center for Philanthropy and Institutional Advancement will be a hands-on and deeply involved fundraiser and relationship builder who will lead the Center responsible for achieving specific fundraising targets. The Director will oversee the delivery of high-touch stewardship, comprehensive campaign and donor recognition programs and will interact regularly with major donors and campaign prospects.

Additionally, the Director will execute the following responsibilities on an ongoing basis:

- Develop and implement a long-range development plan to include goals and objectives for annual operations and capital and endowment initiatives, including, but not limited to, a major individual gifts program, annual fund, foundation and government grants, corporate sponsorships and gifts, planned giving, membership, and special events. (Currently, the Museum is launching an \$85 million comprehensive campaign to incorporate all areas of fundraising and membership);
- Contribute as a member of the Executive Team to the policy-making for and management of the Museum including supporting the Museum's mission, values, vision, and core commitment to the visitor experience, community engagement, and institutional relevancy for the future;
- Retain, recruit, and manage a high-performing team with appropriate balance of skills and experiences; establish performance objectives and provide coaching, professional development and training opportunities to cultivate staff skills and career paths;
- Engage and work closely with trustees, Executive Director, Center Directors, and high-level volunteers on the fulfillment of goals and participation by OMCA leaders in assuring the success in implementation and achievement of annual and long-term fundraising goals;
- Guide the development and administration of the department budget including supervising the preparation of the budget, monthly and quarterly contributed income report, projections, analyses, and reconciliations with the Finance Department, writing support narratives for budgets, and monitoring performance against budget and collection of outstanding pledges in conjunction with the staff.

Key Experience and Qualifications

- Proven fundraising experience with high-performing institutions that include capital, endowment, annual fundraising programs; special events, membership, planned giving, institutional grants and corporate sponsorship;
- Demonstrated successful experience soliciting principal or major gifts from individuals and institutional resources;
- Emotionally mature, ability to display flexibility and sensitivity to working with diverse populations;
- Dynamic communicator, both in writing and orally; energizes and motivates staff and community towards a culture of philanthropy;
- Demonstrated skills in motivating, directing and managing staff and consultants; solid coaching and listening skills; comfortable receiving input from many sources, and able to analyze and formulate disparate information into a sound, well-organized plan;
- Ability to forge and maintain effective working relationships with a variety of representatives of public and private organizations, trustees, volunteers, vendors, Museum, staff and the general public;
- An understanding of fundraising systems and how data and analysis can be used to manage the fundraising process, enhance donor cultivation and drive priorities.

For further information and to apply, please visit the careers page at www.museumca.org. Please submit a resume and cover letter for this position.