

Development Director Advertising

The Kalamazoo Civic Theatre, a cultural cornerstone in our community, seeks a seasoned, highly motivated individual to join our professional staff. This permanent, full-time, salaried position with generous benefits will lead the Civics' development endeavors in the areas of individual and corporate giving, sponsorships, planned giving, capital and endowment growth, as well as the acquisition of government and foundation grants.

In addition to a degree in Development, Business, Nonprofit Management, Theatre or related disciplines, the ideal candidate will possess the drive and vision needed to develop strategies for solicitation, cultivation and recognition of donors and corporate sponsors. Excellent written and verbal skills, prior experience in database management and reporting are a must. While this position is part of a team, working closely with the marketing, finance, education, and production departments, as well as the Board of Directors, the best fit will be someone who is also able to work independently to accomplish goals. Finalists will be asked to submit references and writing samples as well as submit to a criminal background check.

Applications are taken by mail and email. Please submit a cover letter, resume, and salary history to: Development Director Application ATTN: Kristen Chesak, Managing Director Kalamazoo Civic Theatre, 329 South Park Street, Kalamazoo MI 49007 or by email to : lmlcleod@kazoocivic.com. Please use 'Development Director Application' in the subject line of all emails. The Kalamazoo Civic Theatre is an equal opportunity employer. Position is open until filled.