

## **Chief Development Officer**

Arboretum San Antonio (ASA) is a new dynamic and growing nonprofit association committed to environmental conservation, community engagement and inspiring a connection to nature. ASA has embarked on a one-year master planning process, engaging the community in envisioning and building an arboretum that truly reflects South Texas' rich and diverse heritage and culture. The plan was completed and revealed on May 10, 2025. It will connect to the Howard W. Peak Greenway Trails System (a growing network of 101 miles of accessible, connected trails), adding to San Antonio's connectivity of hike and bike trails.

The Arboretum will be established as a revitalizing sanctuary not only for the regional community but also for national and international neighbors who view San Antonio as a destination. As a transformative space on the southeast side of San Antonio, where equitable access to safe, green spaces has historically been unavailable, the Arboretum will bring a balance to this area and mitigate heat and air pollution, especially important attributes as San Antonio's population continues to increase and temperatures continue to rise.

The goal is to differentiate Arboretum San Antonio from any other arboretum or green space, both in San Antonio and beyond. ASA's new Master Plan is an innovative, one-of-a-kind design that stands out as a testament to originality and creativity.

The Chief Development Officer (CDO) will have the opportunity to develop, from the ground up, a fundraising department and strategic direction to guide resource development in the organization's start-up phase. Working closely with the CEO, the CDO will be responsible for driving the planning, development, and management of all advancement programs for ASA including an initial operating goal of \$3 million, the \$50 million campaign required for Phase 1 of the Master Plan, and strategic initiatives including advancing the Arboretum as a priority in the upcoming San Antonio municipal bond program anticipated in 2026. This individual will direct and guide the stewardship of ASA's current and potential donors, work with a committed Board of Directors, and manage a portfolio of high net-worth donors.

The CDO will be a visionary and strategic leader responsible for designing, implementing, and managing a comprehensive, donor-centric fundraising program. This leader will provide overall strategic direction, implementation, performance monitoring, and reporting of ASA's development plans to support annual operations and strategic initiatives. This leader will report to, and interact regularly with, the CEO and will serve as the primary face of the Arboretum's development function to ensure ASA's long-term sustainability and growth. They will set goals that are both inspirational and aspirational, in order to fulfill our mission.

We seek an accomplished fundraising professional who demonstrates proven expertise in increasing and sustaining a higher level of philanthropy, awareness, and enthusiasm to make a difference in the life of an organization. This person will be a strategic, critical thinker with a significant fundraising background and leadership experience raising major gifts on behalf of a nonprofit institution as well as management expertise leading Board, staff, and volunteers in a strong philanthropic culture.

The ideal candidate has an entrepreneurial mindset and is a self-starter who actively pursues, cultivates, and enjoys building and maintaining strong donor relationships and internal alliances. We seek a connector and collaborator who makes people comfortable with and is genuine in their engagement. This person must engender trust and empathy with donors in a highly professional, honest, and caring manner. Experience with all aspects of fundraising, including annual funds, grants, special events, and planned giving is desired. Experience raising 5- and 6-figure gifts and successfully completing capital campaigns is essential. Knowledge of gardens is not required but the ability and capacity to understand the patron experience of guests and members of cultural institutions will be advantageous. A passion for environmental stewardship, nature, or conservation is essential.

A Bachelor's degree is required; an advanced degree or CFRE is preferred. We seek candidates with 5-8 years of progressive fundraising experience, including major gifts and capital campaigns. Bilingual fluency, particularly in Spanish, is highly desirable. An understanding of and an ability to engage effectively with and assimilate quickly into the culture and communities of San Antonio and South Texas are a must.

Arboretum San Antonio offers a competitive salary and benefits package. The compensation range for this position is \$150,000 - \$175,000 and is commensurate with experience. Relocation assistance is available for the right candidate. Benefits include a stipend to meet insurance needs, retirement plan options, generous paid vacation, holidays and sick leave, and professional development support.

For best consideration, please submit a current resume and letter of introduction, to Kittleman & Associates, LLC.

For more information about Arboretum San Antonio, visit <https://www.arboretumsa.org/>.

Compensation: \$150,000-\$175,000

Posted: Monday, October 6, 2025

Job # 483

**To apply, visit:** <https://apptrkr.com/6625712>