

Job Posting Title:

Director of Development of ISHIDA Dance Company

Weekly Scheduled Hours:

Part-time to full time, depending on candidate availability and interest.

Earliest Start**Date:**

Immediately

Position

Duration: On-Going

Location:

Houston, TX

Background:

ISHIDA Dance Company was founded by Artistic Director and Choreographer Brett Ishida, former dancer with Les Grands Ballet Canadiens. Its mission is to transform everyday being through meaning-filled, entertaining, thought-provoking, highest-caliber contemporary dance.

After successfully navigating through the pandemic, a brand-new performing arts Company, ISHIDA, is now experiencing tremendous growth and critical success. In a review, *Broadway World* said, “a dazzling modern dance showcase that is stunning and compelling...an incredible boon to the Houston art scene.” This momentum has positioned ISHIDA to bring on a Director of Development to lead ISHIDA to its next level of success.

ISHIDA performs regularly in Houston and Austin with world-class productions and highly sought-after dancers not seen elsewhere in the United States.

Position Summary:

The Development Director is the lead fundraising professional for the organization. They are responsible for designing and delivering on-going prospecting, cultivation, and solicitation and stewardship events and activities to ensure a sustainable pipeline of donors and increased broad-based and major gift/grant support of ISHIDA Dance’s program. Especially if the role is part-time, the plan is to also hire a

(less senior) generalist to support the efforts of the Development Director as well as events, grant writing, etc. The Development Director will partner closely with the Artistic Director on the vision and direction of the Company and the Artistic Director will be available as a resource to assist with major donor fundraising efforts.

Over time, the Development Director is responsible for creating, directing, and executing the comprehensive donor development and fundraising systems, processes, plans, and staffing to ensure long-term success of ISHIDA Dance as a prominent arts organization in Houston.

Responsibilities

- The ideal candidate is entrepreneurially inclined with an ability to create a strategic plan for development with diverse revenue streams, as well as to set and manage priorities to execute the plan.
- Cultivate and maintain an active portfolio of 50 to 100 prospective donors. Engage in qualification, strategy, and relationship-building to close major gift(s) of \$20,000-100,000+. Over time, raise sufficient money for a sustainable full-time performing arts company.
- Develop prospect pipeline through visits, events, correspondence, and regular calls as required for donors in the portfolio. This role is hands-on, you will be regularly meeting with supporters and prospects.
- Conceptualize, prepare, and present funding proposals and other materials necessary to solicit and close gifts.
- Play a lead role in the design and delivery of fundraising events and activities that motivate engagement and deepen awareness and support of ISHIDA Dance.
- Over time, setup professional fundraising systems, tracking, and processes
- Work collaboratively, proactively, and in a professional, service-oriented manner with employees and supporters.
- Oversee the development of a legacy giving program.
- Develop and implement a fundraising plan to pursue corporate donations.
- Other related functions as assigned.

Requirements

Bachelor's degree. A background of increasingly responsible experience in major gifts fundraising or related fields. Must understand the philanthropic arts landscape in Houston and be passionate about our mission and ISHIDA's potential as a leading dance company in the United States. Proven and measurable track record of successful face-to-face interactions with prospective donors. Experience in establishing strategies for identifying, qualifying, and cultivating prospective donors.

Experience in developing and presenting gift proposals to prospective donors.

Excellent verbal, written, and interpersonal communication skills.

Demonstrated ability to think strategically and creatively, work well under pressure, and manage details of several concurrent projects. Proven project management skills.

Demonstrated ability to work effectively in a team-oriented environment. Must be available to visit prospects and donors and attend events. Willingness to support operations as needed as we are a small organization, and this is critical at our stage of growth. Capable of working independently, a self-starter. Work with integrity and professionalism.

Relevant education and experience may be substituted as appropriate.

Salary Range and Benefits

- Will be competitive with other performing arts companies in Houston. Dependent on experience, hours worked.
- Other than events and supporter meetings; hours can be flexible to your schedule. This role is entrepreneurial and a partnership, not bureaucratic. Perhaps negotiable, but ideally would involve some travel to Austin.
- Medical insurance if eligible (although employee medical insurance may require minimum average weekly hours)
- Be a part of a special groundbreaking dance company unique to the US and Texas with a team of extraordinary artists in a positive, creative, and life-giving environment.

If pursuing the part-time role, it would be ideal for a successful senior development director, who, for perhaps work-life balance, wants less structured hours and internal meetings, but still wants to be excited about building the next great thing in Houston. The full-time role would be a great fit for someone who wants to be a true partner and integral part of the success of ISHIDA while playing a role that is broader than just development.

Even though the company is young, in order to provide assured stability for the applicant, we have supporters who have committed to supporting the first two years of salary.

Required Materials

- Letter of interest
- Resume/CV
- 3-5 work references (will not be contracted until there is deemed mutual interest)

Part time salary:

\$35k-60K

Full time salary: \$70-
125k

Please forward materials to: brett@ishidadance.org