



MILWAUKEE
FILM

Chief Development Officer

Ter Molen Watkins & Brandt_{LLC}

About Milwaukee Film

Started in 2009 as a film festival that occurred for 11 days each fall, Milwaukee Film now operates 365 days a year as one of the nation’s leading nonprofit arts organizations dedicated to entertaining, educating, and engaging our community through cinematic experiences.

Our goal is to make our community a more compassionate and equitable place for everyone to live. Milwaukee Film does this by enriching, entertaining, educating, and engaging others through film.



We aspire to realize our mission through six programmatic areas of focus: the world-class Milwaukee Film Festival; year-round operation of the Oriental Theatre, a historic cinema palace; Cultures and Communities, a year-round program focused on celebrating and engaging traditionally marginalized communities; Youth Education; Artist Services; and Adult Enrichment & Engagement. We are raising the bar on what can be expected of a film culture organization

and the breadth and depth of our work is unparalleled.

We believe films and film-going are powerful vehicles for social change and personal introspection. The heartbeat of our work is our understanding of how to leverage the uniquely universal and accessible artistic medium of film as a community convener and a catalyst that drives people to think, discuss, and interact as they experience issues and perspectives that are different than their own. We are committed to artistic excellence through seeking out high-quality, culturally relevant films that offer opportunity for discovery, learning, reflection, and entertainment. We are a leading cultural institution in Milwaukee that is driven by and remains true to our community.

Position Overview

We are seeking a Chief Development Officer to join an innovative, creative, and highly collaborative environment, to move together toward our shared vision. Reporting to the Chief Executive Officer, the Chief Development Officer will further advance Milwaukee Film’s fundraising program. Advancing to the next level of fundraising and development will involve a team-oriented process to design and implement a comprehensive plan for development and all the necessary systems, structures, policies, and processes to make it successful.

As a member of the senior team, the ideal candidate has an entrepreneurial mindset and is an

experienced development leader with a strong record of demonstrated success in designing and managing a successful development program.

Design for a Stronger Future

The Chief Development Officer recognizes and pursues opportunities to further design and strengthen the annual/membership, foundation/grant, and major gift fundraising programs, building on the strong foundation of the highly successful 2018 capital campaign to renovate the Oriental Theatre which raised over \$10 million. They will also set and drive the strategy to build a fundraising ethos grounded in a culture of philanthropy and relationship-building strategies. A passion for planning and implementing the strategies that identify, cultivate, solicit, and steward donors and an aptitude for structuring and utilizing portfolio management, are an ideal mix of skill sets. An established donor base of well-stewarded Milwaukee Film members awaits an ambitious and strategic leader's ability to overlay a comprehensive moves management strategy to build a strong relationship-based and donor-centric development program. Milwaukee Film recently underwent a development assessment that resulted in a set of recommendations and an implementation plan that will be initiated by the current team and fully implemented and adjusted as needed, using the leadership and expertise of the new Chief Development Officer.

Lead Inclusively in a Culture of Collaboration

Grounded in a thriving membership program, the Chief Development Officer leads and guides a team to build an integrated fundraising program – where membership, annual fund, grants, major gifts, and corporate partnership become strongly aligned to maximize fundraising opportunities. While responsible for leading the strategy, the Chief Development Officer will reach across departments and engage staff in the design process, creating new opportunities for additional ways of working together.

Milwaukee “Unexpectedly Awesome” *-Esquire Magazine, 2021*



Milwaukeeans love our city and know this fresh coast community is becoming a destination for travelers and professionals relocating for a family-friendly but big city opportunity that is more accessible, made even more popular after the Milwaukee Bucks basketball team's recent NBA championship win. With all the amenities of a large city, Milwaukee has great neighborhoods, shopping, food, museums, bike trails – and an amazing lakefront - with an affordable cost of living and friendly flair.

- Professional sports teams: Green Bay Packers (football), Brewers (baseball), Bucks (basketball), Admirals (hockey), Wave (soccer)
- Cultural activities: Milwaukee Art Museum (including the Calatrava), Milwaukee Public Museum, Discovery World, Harley-Davidson Museum, Milwaukee Film Festival, Cultures & Communities Festival, Summerfest
- Performing Arts: Milwaukee Symphony, Milwaukee Ballet, Milwaukee Repertory Theater, Florentine Opera, First Stage Children’s Theater, Skylight Music Theater, Black Arts MKE, Danceworks, Milwaukee Chamber Theatre, and many, many more
- Historical architecture including the Pabst Mansion and buildings designed by Frank Lloyd Wright
- Colleges and universities including Marquette University and UW-Milwaukee, Milwaukee School of Engineering (MSOE), Milwaukee Institute of Art & Design (MIAD), Alverno College, Wisconsin Lutheran College, Mount Mary University, Milwaukee Area Technical College (MATC), and many more
- Great and diverse neighborhoods: Historic Third Ward, Bay View, Walker’s Point, Riverwest, Story Hill, Miller Valley, East Town, and many more.
- Public transportation: Milwaukee County Transit System (MCTS), The Hop Streetcar, Mitchell International Airport, Milwaukee-Chicago Metra and Amtrak, BublR Bikes, and Bird Scooters.

<https://www.visitmilwaukee.org/about-mke/>

<https://www.niche.com/places-to-live/search/best-neighborhoods/m/milwaukee-metro-area/>

Primary Duties and Responsibilities

- Share a passion for the mission and a dedication to the shared vision of Milwaukee Film.
- Build a culture of philanthropy across the organization that elevates the concept of “member-donors.”
- Work with the development and leadership teams to establish appropriate long- and short-term fundraising goals and priorities, attached to strategies, assumptions, policies, and systems, to grow Milwaukee Film’s fundraising programs. Collaboratively establish and monitor development objectives, benchmarks, and metrics.
- Oversee progress-to-goal across all fundraising programs, course correcting in real time as needed. Ensure moves management and annual membership campaigns and events are tracked, reported, and leveraged.
- Oversee the design, management and marketing of the annual giving, major gifts, foundation/grant programs, and coordinate with the Innovation Department on corporate strategic partnerships and sponsorship.
- Design a hybrid annual membership fundraising program, integrating tested mission-

based messaging to balance the transactional nature of membership. In collaboration with membership staff, build a plan with annual fund and membership strategies to broaden, retain, and upgrade the member-donor base.

- Support the CEO with his assigned portfolio of prospects and donors, including partnering on major gift solicitations as needed, and follow-up. Manage an assigned portfolio of major gift prospects and engage development staff and senior leadership team in cultivating and/or closing gifts, as appropriate.
- Staff and facilitate the activities of the Board Development Committee as partners in philanthropy, supporting the development of their peer relationships with donors moving toward solicitation. Guide them through donor/prospect relationship building and stewardship strategies.
- Ensure that all fundraising messaging and publications are compelling and consistent with Milwaukee Film's brand and voice.
- Explore, establish, and maintain relationships with new partners, such as foundations, when appropriate and in the interests of the organization.
- Manage the development operating budget and monitor spending against a plan.

Skills and Competencies of the Successful Candidate

- People-focused and skilled at listening and establishing trust among staff, Board, and the community, creating courageous safe spaces, applying humility and a history of lived experiences
- Inclusive, open-minded, and positive approach to collaboration and team building across all levels of the organization, using strong interpersonal and communication skills
- Experience leading an integrated fundraising/membership revenue program (preferable)
- Confident, self-directed leader who empowers and nurtures, leads by example, a sound decision maker, innovative thinker, visionary, yet pragmatic, and detail-oriented professional who thrives in a fast-paced environment
- Experience in building a culture of philanthropy, ideally in a membership environment that relies on the transactional nature of member benefits
- Knowledge of the principles and ethics of fundraising and emerging trends within the fund development profession
- Ability to proactively engage funders, staff, and volunteers telling stories of impact from an empowering and strengths-based lens that always respects and builds acceptance
- Proven record of accomplishment using a relationship-based approach to identify, cultivate, steward, solicit, and close major philanthropic support (five-figure+ gifts) from a donor landscape that spans across a diverse and intersectional community

- Experience with moves management – from building infrastructure to implementation
- Experience with building comprehensive development plans that roll up to a budget and an organizational strategic plan; establishing and tracking KPI's/metrics, testing, and adjusting for improvement
- Willingness and aptitude for implementing the plan hands-on, building internal systems, processes, and policies
- Experience with Board engagement - providing development education and facilitating their relationship building activities
- Insightful understanding of the intersections between diverse communities and the ability to cultivate relationships with various stakeholder groups

Qualifications

Requires a bachelor's degree and seven+ years of progressively responsible non-profit fundraising, collaboration, and supervisory experience and a proven track record of successful fundraising/development leadership and planning, including hands-on major donor moves management success. Must have demonstrated success in meeting goals and demonstrated ability in closing five-figure+ gifts.

Must have excellent writing, interpersonal, and communication skills; ability to work as part of a team and independently; ability to adapt, be flexible, and creative; ability to plan for and manage multiple projects while working in a fast-paced environment. Must be highly organized, detail-oriented, with strong ability to prioritize; ability to use sound judgment in maintaining confidentiality of donor information; apply necessary research, data collection, organizational, and time management skills. Demonstrated experience in managing revenue/expense budgets and a team.

Salary, Bonus Opportunity, and Benefits

Milwaukee Film offers a competitive salary, bonus opportunity, and benefits. This is a full-time, exempt position eligible for health, dental, retirement, and life insurance, short- and long-term disability, and a generous paid time off policy that includes holidays, vacation, and personal / sick days. You will also receive access to the festivals, a Milwaukee Film Membership, and complimentary admission to screenings at the Oriental Theatre. Best of all, you will become part of an organization dedicated to investing in its people for the betterment of our greater community.

You must be able to prove full vaccination status against Covid-19 (defined as two weeks after final inoculation).

The salary range for this position is \$125,000-145,000. Compensation is commensurate with experience.

Instructions for Applicants

Please complete the application form that includes uploading your cover letter, resume, references, and development plan sample here: <https://bit.ly/APPLYtoMilwaukeeFilm>.

- 1) A cover letter describing your interest and experience for this position, including your interest, specifically, in Milwaukee Film's mission along with a description of your salary parameters.
- 2) Resume.
- 3) Three professional references. (Please note that references will be checked only with the candidate's permission.)
- 4) A development plan you have created. The plan includes fundraising strategies and ideally, goals and metrics.

Recruitment will continue until the position is filled. You may direct any application-related questions or needs to executive search consultant, Anne Smith, Senior Vice President, Ter Molen Watkins & Brandt, asmith@twbfundraising.com. All inquiries and questions are held confidentially.

Milwaukee Film is an Equal Opportunity Employer that is committed to a diverse workplace. We strongly encourage people of color, people with disabilities, women, and LGBTQIA+ candidates to apply.

Milwaukee Film Staff & Volunteers strongly believe that advancing equity, diversity, and inclusion is critical to the success and growth of our organization, our community, and the people we serve. This ongoing work is key to making our community a better place, and we commit to it also because it's the right thing to do.

No phone calls or applications submitted by mail, please.