

Robert Sweibel

Arts and Culture Consulting

Position Profile SAN DIEGO REPERTORY THEATRE DIRECTOR OF MAJOR GIFTS

San Diego Repertory Theatre seeks a qualified, strategic, motivated leader for the position of Director of Major Gifts. This is an exciting opportunity to fundraise for a major American theatre at a critical point in its history.

Mission Statement

San Diego Repertory Theatre produces intimate, provocative, inclusive theatre. They promote an interconnected community through vivid works that nourish progressive political and social values and celebrate the multiple voices of our region. San Diego Repertory Theatre feeds the curious soul.

About San Diego Repertory Theatre (The REP)

The REP is San Diego's resident professional theatre—celebrating year-round on their three stages and in its art galleries the diversity and creativity of their community. As the resident and managing company of the Lyceum Theatre, they produce and host over 550 events and performances a year.

The REP's mission is informed by a commitment to artistic virtuosity, partnerships with singular artists and their inquisitive neighbors, and lively conversations about their role as citizens in the bi-national region it calls home. They choose provocative works of theatre to inspire their audiences and artists to build the communication bridges needed to understand who we are today, and who we might become.

The company was founded in 1976 by Sam Woodhouse and D.W. Jacobs. Since moving to the Lyceum in 1986, they have produced 51 mainstage productions by Latino playwrights and hosted artistic residencies by Luis Valdez, Max Roach, Amiri Baraka, Culture Clash, Yehuda Hyman, Marion J. Caffey, Randall Myler, Octavio Solis, Maria Irene Fornes, and Herbert Siguenza, who is currently Playwright-in-Residence with special thanks to the Mellon Foundation's National Playwright Residency Program. They have produced 50 world premieres to date.

In addition to a 1998 Tony Award® Nomination for *It Ain't Nothin' But the Blues*, the REP has received over 200 awards for artistic excellence from the San Diego Theatre Critics Circle, Patté Theatre Awards, NAACP, Backstage West, Dramalogue, and StageSceneLA. In 2005, the San Diego Theatre Critics Circle presented the REP with the Craig Noel Award "For 30 Years of Artistic Dedication to Downtown and Diversity."

Overview of Position

Reporting to the Director of External Affairs, the Director of Major Gifts cultivates, solicits, and stewards a portfolio of mid-level and major prospects and donors. They support and partner with the Director of External Affairs in the strategizing, planning, and implementation of all mid-level and major giving activities. The Director develops the overall strategy for the REP's signature donor engagement touchpoints, such as opening nights, donor luncheons, and more. The Director supports the Director of External Affairs in ensuring the daily operations of the Development Department run smoothly and efficiently. They generate weekly and monthly campaign reports and establish and regularly monitor key measurements to foster a results-oriented culture for the development team.

Roles & Responsibilities

- Partner with Director of External Affairs in creating and implementing annual development plan
- Cultivate, steward, and solicit a portfolio of donors for gifts of \$2,500 & up
- Persuasively convey the REP's mission to diverse groups of stakeholders
- Implement strategy for current donors and prospects

Robert Sweibel

Arts and Culture Consulting

Position Profile SAN DIEGO REPERTORY THEATRE DIRECTOR OF MAJOR GIFTS

- Work with Director of External Affairs to plan and manage meetings with development team members, community leaders, and members of the Board of Trustees
- Work with Director of External Affairs to design and manage cash and in-kind sponsorship program
- Collaborate in planning and implementation of donor events, including opening nights, Inner Circle special events, and Board meetings and retreats
- Other responsibilities as assigned

The Director of Major Gifts

The preferred candidates will demonstrate:

- Intellectual curiosity, drive, enthusiasm, and a sense of humor
- 3-5 years of experience in a fundraising team or similar environment
- Commitment to collaborating with a group of diverse donors and talented colleagues
- Proven ability to research, develop, and implement fundraising strategies that work in tandem with annual campaign efforts
- Proficiency in fundraising database administration and management (Tessitura a plus)
- Exemplary communications skills
- Strong interpersonal skills
- Commitment to the AFP Code of Ethical Standards and the AFP Donor Bill of Rights
- Spanish language proficiency is a plus.

An Exceptional Opportunity

San Diego Repertory Theatre offers a competitive salary in the range of \$70,000 to \$80,000, and benefits including paid vacation, employer-sponsored health insurance, employee-paid dental and vision insurance, and participation in 403b and FSA plans. The REP provides a diverse, congenial, and supportive environment conducive to professional growth.

Committed to diversity both onstage and among its staff, San Diego Repertory Theatre encourages applications from marginalized communities including Black, Indigenous, people of color, LGBTQIA+, women, neurodiverse, and people with disabilities. They invite interested applicants to review their EDI statement [here](#). The REP is an Equal Opportunity Employer (EOE) and will not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, gender identity, genetic information, sex or sexual orientation, or any other protected category in its hiring and employment practices, or in any other aspect of the employment relationship.

Application Process

Robert Sweibel Arts & Culture Consulting is conducting this search on behalf of San Diego Repertory Theatre.

Qualified individuals are invited to submit a resume plus an expression of interest (video, audio, or letter) that speaks to accomplishments, skills, and characteristics that distinguish the candidacy. Please, no phone calls.

Robert Sweibel
Robert Sweibel Arts & Culture Consulting
350 Cabrini Blvd, 6J New York, NY 10040
jobs@robertsweibel.com

Robert Sweibel

Arts and Culture Consulting

Position Profile
SAN DIEGO REPERTORY THEATRE
DIRECTOR OF MAJOR GIFTS

Hiring Process

A review of prospective candidates will commence immediately and continue until the position is filled. All candidates of interest will be contacted. We regret that we're unable to follow up with every candidate.

Every applicant's materials will be reviewed by the Consultant. After reviewing all applications, the Consultant will conduct first-round interviews (to occur on a rolling basis) by phone or video. The Consultant will recommend applicants for further consideration to the Theatre's Managing Director and Director of External Affairs. Additional interviews with REP staff and select Board members, in a format to be determined, then will be undertaken. The process will continue until an appointment is made.

The REP thanks you for your interest!