



HUBBARD STREET DANCE CHICAGO

DIRECTOR OF DEVELOPMENT

ABOUT HUBBARD STREET DANCE CHICAGO

Hubbard Street Dance Chicago is America's premier contemporary dance company and one of the most original forces in the world of dance. As a repertory company, Hubbard Street's strength lies in its dedication to pushing the art of dance forward, presenting the visions of multiple choreographers instead of narrowly focusing on a single voice. Since its inception, Hubbard Street has commissioned and presented almost 200 new and acquired dance works. Due to this repertory and the incomparable technical ability and artistry of its dancers, Hubbard Street has garnered world-wide critical and public acclaim.

Hubbard Street has provided education and community programs since 1997, with the goal of offering movement-based arts experiences to students, teachers, and families. Hubbard Street's partnerships with schools aim to provide teaching artists and educators the opportunity to plan, teach, and learn together to create exciting and meaningful integrated curriculum which challenges students and takes learning to new levels. Hubbard Street's Adaptive Dance Program explores dance techniques and the choreographic process using developmentally appropriate methods, and their Parkinson's Project uses contemporary dance techniques to slow the progress of the disease while providing a community of support.

Now in its 43rd year, the main company has appeared in celebrated dance venues in 44 states and 19 countries. Hubbard Street's 43rd season is their first-ever virtual season, featuring acclaimed and emerging artists pushing into the unknown to create contemporary dance that speaks powerfully to the present moment. Their first two films in this paradigm, "[A Tale of Two](#)" and "[The Sky Was Different](#),"

Key Facts

- **13 full time staff**
- **\$2.8 million budget** for FY21
- **5 dance films** premiering in the 2020/2021 season
- **8,000+ students** served annually through partnerships, scholarships, and performances

Mission

The mission of Hubbard Street Dance Chicago is to bring artists, art, and audiences together to enrich, engage, educate, and change lives through the experience of dance.

Visit



premiered in October and December of 2020, respectively, to wide acclaim. Hubbard Street is presenting Season 43 free of charge thanks to generous donations from their supporters.

THE POSITION

The Director of Development provides overall leadership and strategic oversight for all aspects of Hubbard Street's fundraising strategy. This position reports directly to Executive Director Dave McDermott, oversees a Grants Coordinator, and serves as an essential member of the senior leadership team. Peer relationships include the Director of Finance and Operations, the Director of Marketing and Communications, and the Director of Youth Education and Community Programs.

A dynamic, strategic, and results-oriented leader, the Director of Development will have an exciting and rewarding opportunity to chart the next phase of philanthropic growth for Hubbard Street. This individual will build a growing, comprehensive fundraising program comprised of individual giving; corporate and foundation support; grants; and special events. They will engage in identifying, cultivating, and soliciting major donors and prospects, and will partner closely with the Executive Director, Artistic Director, and members of the Board to leverage the potential for significant gifts. There will be many competing priorities to assess and organize to meet the demands of a changing profession post COVID-19.

RESPONSIBILITIES

The Director of Development will have the following primary responsibilities:

- Create and implement an annual fundraising program with a special focus on major gifts, that also includes special events, annual fund, corporate and foundation support, and grants
- Identify new and innovative ways to engage donors during and post COVID-19
- Maintain a personal portfolio of 75-100 donors and prospects at the \$5,000+ level, establishing solicitation priorities and targeted cultivation plans, and securing new major gifts for the organization, endowment, and any future capital projects
- Plan and execute various fundraising and cultivation events, including the "Spotlight Ball," Hubbard Street's primary annual fundraising event, utilizing strategies to increase revenue year over year

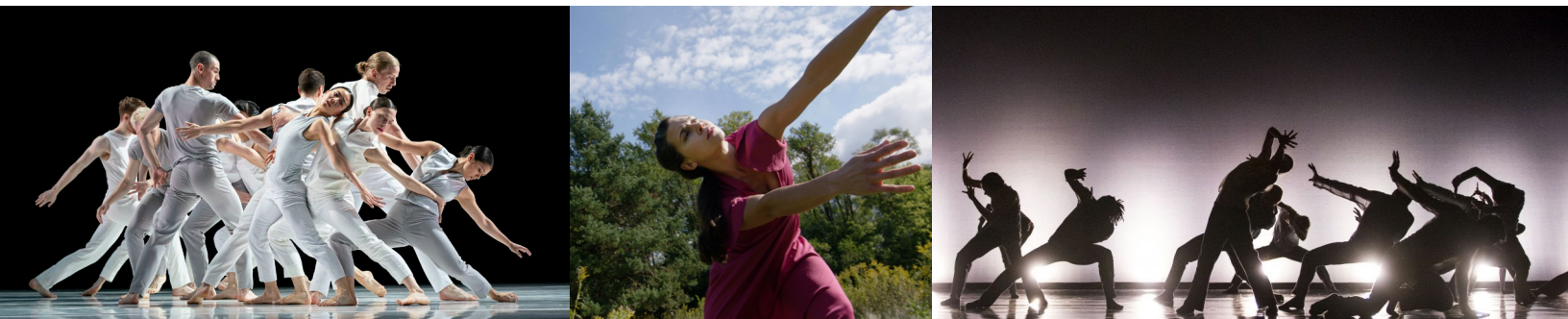


- Mobilize the Executive Director, Artistic Director, and Board to directly engage with top prospects and proactively participate in fundraising activities
- Provide leadership for the Board's Development & Membership Committee
- Directly oversee the Development Manager, setting clear goals and operational expectations, providing inspiration and motivation, and cultivating their ongoing development as a professional
- Prepare and monitor revenue and expense budgets; provide accurate reporting, analysis, and integration of data; provide fiscal oversight to ensure revenue goals are met on an annual basis
- Oversee the maintenance and integrity of patron, donor, and prospect records in Tessitura database
- Partner with the Director of Marketing to build thoughtful and comprehensive external affairs strategies that strengthen relationships with donors, corporate sponsors, ticket buyers, families, community members, and other individuals who engage with Hubbard Street
- Provide general institutional support as member of the senior management team, and participate in organization-wide strategic planning processes

MAJOR OBJECTIVES

Within the first 12 to 18 months, the Director of Development will achieve the following major objectives:

- Integrate well into Hubbard Street's highly collaborative, family-friendly culture; build strong, mutually beneficial relationships with the Executive Director, Board, and staff that inspires trust and confidence
- Implement short-term fundraising strategies that return Hubbard Street's philanthropic revenue to its pre-COVID-19 levels (\$2.2 million) and position the department for further growth moving forward
- Collaborate with the Executive Director and Board to develop a long-term fundraising plan that will ensure a comprehensive, sustainable, ongoing annual fundraising program with clear goals and metrics for success and a particular focus on major gifts
- Cultivate strong philanthropic relationships and build a pipeline of potential individual major donors for Hubbard Street; achieve significant solicitations of major gifts
- Build excitement around the artistic vision of Hubbard Street's new Artistic Director and continue to elevate their position within Chicago's philanthropic community by arranging meetings with key donors, etc.



QUALIFICATIONS

The ideal Director of Development will bring most of the following qualifications:

- A strong belief in and commitment to Hubbard Street's mission to bring artists, art, and audiences together to enrich, engage, educate, and change lives through the experience of dance
- A minimum of five to seven years of leadership experience in nonprofit fundraising
- Outstanding communication and networking skills, with the ability to present publicly, lead with persuasive charisma and energy, and quickly build rapport with external constituents
- A proven track record of developing substantive relationships with individual donors, with experience personally cultivating, soliciting, and stewarding major gifts at the six-figure level or above
- Demonstrated ability to bring critical and strategic thinking and development leadership to increase revenue and engagement goals
- Prior experience creating and implementing fundraising plans, ideally for rapidly evolving organizations
- An independent, innovative, flexible, and collaborative working style; strong listening skills and a good sense of humor with the ability to thrive in a team-oriented environment
- Experience managing staff and serving as a transparent mentor, cheerleader, coach, and colleague
- Excellent organizational skills, with the ability to multitask, maintain deadlines, and wear multiple hats
- Solid financial management skills with experience in budget analysis, forecasting, and a passion for data-driven results
- Prior experience working effectively with board and committee members to standardize board member policies, increase capacity for fundraising, and communicate an organization's mission
- CRM expertise and moves management experience; a fluency in MS Office, Tessitura or other donor database software and web applications; and an appreciation for the central role of technology
- Ability to work effectively with a diverse array of populations, including senior-level executives, individuals in the local community, members, patrons, artists, donors, and volunteers
- A commitment to social responsibility and experience advocating for diversity, equity, and inclusion



- A background in the performing arts and/or an understanding of Chicago's philanthropic landscape would be an advantage
- A bachelor's degree or equivalent professional experience

APPLICATION

Hubbard Street Dance Chicago has retained Campbell & Company to conduct this search. The team for this project includes Joey Scheiber, Emily Thompson, and Kris McFeely. To be considered for this opportunity, please send a letter of interest and resume to:

EMILY THOMPSON

Associate Consultant, Executive Search
Emily.Thompson@campbellcompany.com
312.896.8891 direct

Hubbard Street Dance Chicago has a personal commitment to challenging the status quo and making the company and world more diverse, inclusive, and anti-racist, including through hiring practices.

Hubbard Street gives preference to candidates who have demonstrable experience advocating for equity, diversity, and inclusion.

