

Mosaic Harmony

Part-Time Director of Development Job Description

Position Announcement

Mosaic Harmony is seeking a dynamic and organized leader with a demonstrated history of successful fundraising to serve as its Director of Development.

The Organization

Mosaic Harmony is an interfaith community choir, singing inspirational music, where people find love and acceptance regardless of color, religion, sexual orientation, or any other differences. We celebrate diversity and inclusiveness, sharing our message through the powerful medium of song, and inspiring our audiences to embrace ALL people. Mosaic Harmony is a 501(c)(3) non-profit organization.

The Position

The Director of Development (DoD) of Mosaic Harmony reports to the Board of Directors and is responsible for cultivating and executing a diversified strategy for ensuring the short- and long-term financial health of Mosaic Harmony. The DoD also:

- Develops and leads a comprehensive fundraising strategy, covering the full cycle of donor engagement, identifying and securing support from individuals, corporations, foundations and government supporters.
- Ensures timely preparation and submission of foundations and government grant requests.
- Establishes and supports committees and task forces to implement fundraising projects.
- Builds partnerships with like-missioned organizations to increase Mosaic Harmony's reach, impact, funding, and concert opportunities.
- Works closely with the Mosaic Harmony Board of Directors to execute agreed-upon strategy.
- Acts as Mosaic Harmony spokesperson-at-large to the community.
- Ensures implementation of choir Vision 2025 goals (see below);
- Collaborates with the music director to further the goals of Mosaic Harmony.

Required Qualifications

- Significant development, fundraising, and marketing experience
- Excellent communication skills
- Bachelor's degree or equivalent experience

Preferred Qualifications

- Experience working with and further developing a largely volunteer organization
- Experience in arts management
- Proficiency in Microsoft Office Suite and social media
- Experience and skill in graphic arts, web page design

Compensation

Salary will be commensurate with candidate experience.

Mosaic Harmony - Vision 2025

Mosaic Harmony's goals for 2025 are:

- We will be known as a quality musical organization that promotes the value of diversity and inclusion.
- We will share our music and stories through concerts and digital media in order to carry our message of diversity and inclusion far and wide.
- We will foster and maintain relationships with other musical organizations that are different from us in various ways, so that we are putting our message of diversity and inclusion into action. We will promote ways to understand and value our differences, find our common ground, and build community despite our differences. We will share what we learn from these experiences in our concerts.
- We will present concerts and share our message of diversity and inclusion with students and other young people as one of our focus areas, because we know that young people will shape the future.