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**Symphony Nova Scotia
Director of Development
Halifax, NS**

With a home base in Halifax and performances across the province, Symphony Nova Scotia reaches more than 60,000 Nova Scotians of all ages each year with some of the most diverse concerts and educational offerings in the country. We've gained a reputation as one of Canada's most exciting orchestras, and are proud to be a national leader in performance, programming, and audience engagement. We are committed to artistic excellence, financial sustainability, and community outreach.

Position Summary

The Director of Development provides exceptional leadership and management for the direction, planning, and execution of all Symphony Nova Scotia fundraising and development-related activities. The Director of Development promotes a culture of philanthropy throughout the organization, builds excitement around Symphony Nova Scotia and its activities, and works closely with the CEO, Music Director, Board of Directors, and volunteers to steward Symphony Nova Scotia's mission and ensure its fiscal health.

The Director of Development plays a pivotal role in Symphony Nova Scotia's financial stability, contributing over \$1 million annually to a total operating budget of over \$5 million. The Director of Development reports directly to the CEO, manages a department of two employees, and is supported by an engaged Development Advisory Committee.

Primary Responsibilities

Planning: Prepare and manage all strategic development plans, goals, budgets, and reports, including the conception and implementation of a large-scale Endowment Campaign and possible Capital Campaign.

Stewardship: Cultivate genuine relationships with donors, volunteers, and the broader community; increase donor engagement through relevant, high quality communications and campaigns; lead and grow a variety of fundraising appeals and donor programs, including Legacy Giving, Individual Giving, Major Gifts, and a well-established "Musical Chairs" patron stewardship program.

Corporate Giving: Increase corporate sponsorship and engagement; build concert and event sponsorships as well as in-kind and corporate donation streams.

Special Events: Oversee a busy schedule of donor and volunteer cultivation events, including receptions, on-site concert engagement activities, and large fundraising events.

Foundations: Collaborate with the Symphony Nova Scotia Foundation, raising new funds annually for the Foundation each year; identify and pursue new foundation granting opportunities.

Public Funding: Play a leadership role in creating federal, provincial, and municipal funding applications; research, identify, and seek out new sources of public funding.

Management: Supervise, mentor, and develop staff and volunteers; collaborate closely with CEO and staff directors; accurately manage data through donor database software.

Skills and experience required

- Superb written, verbal, and interpersonal skills, with the ability to build genuine relationships both inside and outside the organization
- A proven track record of successfully identifying, researching, and acquiring large gifts
- A successful history of managing major fundraising campaigns
- Proven experience securing government funding
- Thorough knowledge of donor database software and other fundraising technology
- Completion of relevant post-secondary education
- A minimum of 10 years' progressively responsible experience managing fundraising in a not-for-profit environment, including supervision of staff
- A passion and appreciation for music and the arts, particularly classical music

Location and hours

- Regular hours: Suite 301, Park Lane Mall (5657 Spring Garden Road), Halifax
- Evening concerts: Dalhousie Arts Centre (6101 University Avenue), Halifax
- 35-hour weeks, plus after-hours performances

Salary

- To be negotiated, based on qualifications and relevant experience

How to apply

- Send cover letter and resume to info@symphonyns.ca

Application deadline

- Open until position is filled

All qualified candidates are encouraged to apply; Symphony Nova Scotia values a diverse and inclusive workplace. Symphony Nova Scotia appreciates and welcomes all applications; however, only those selected for an interview will be contacted.