

# Position Profile: Director of Development

National Museum of Wildlife Art

Location: Jackson, WY

## About the National Museum of Wildlife Art

Those who visit the National Museum of Wildlife Art are first struck by its location: perched above the National Elk Refuge, on the doorstep of Grand Teton National Park, and surrounded by the creatures—pronghorn, elk, bison, bears—that its art so well captures.

While the setting itself inspires wonder, it's what happens within its walls that touches the hearts of 65,000 people each year—and has earned the Museum widespread recognition, including accreditation by the American Alliance of Museums and designation as *the nation's* museum of wildlife art by order of Congress.



- Since its founding, more than one million people have visited the Museum's galleries.
- The collection has grown to include more than 5,000 catalogued items, including paintings, sculptures, and works on paper. Distinguished artists are represented, including the field's most significant names—John James Audubon, Carl Rungius, Georgia O'Keeffe, Albert Bierstadt, Rosa Bonheur, Bob Kuhn, Albrecht Dürer, and Karl Bodmer. In fact, the Museum holds the second-largest collection of works by Carl Rungius in the world.
- Educational programs, outreach to area schools, and K-12 curricula have reached tens of thousands of school-aged children, college students, lifelong learners, and teachers.
- Traveling exhibitions and works of art have reached numerous venues worldwide and over three million viewers.
- Digital access has made it possible for hundreds of thousands of individuals to engage with the Museum's online collections and educational experiences.
- The Museum has contributed to conservation through groundbreaking exhibitions, partnerships with peer organizations focused on safeguarding our natural world, and scholarship that explores the relationship between humans and the wild through the lens of art.

These successes make the Museum a pilgrimage site for lovers of art and nature. They also uplift the



surrounding region. The Museum is key in shaping community identity, enriching available educational opportunities, creating a unique meeting place for local nonprofit gatherings and community events, and offering residents access to works of art and programs that inspire and enlighten.

All this adds up to a special asset for the region and a treasure for our nation.

## About the Opportunity

The National Museum of Wildlife Art seeks an experienced, enterprising development professional to direct and implement strategy to oversee the institution's growth and continued success. Leading a team of fundraising professionals, the Director of Development will collaborate closely with the accomplished and long-tenured Chief Advancement Officer and Museum Director to execute annual fundraising strategies including an annual membership campaign, WyoGives, Old Bill's Fun Run, and the year-end campaign, while also managing a portfolio of 80 to 100 high-capacity donors. The Director of Development will collaborate closely with the Manager of Programs & Events and Chief Marketing Officer to plan and execute annual campaigns and projects to advance the institution. Working with these partners, the Director of Development will build and implement a strategy to engage a generous community of supporters to raise \$1.6M in FY25.

The Director of Development will assume the role at an exciting time in NMWA's history. With national accreditation by AAM, an unparalleled -- and growing -- collection of wildlife art, and a proven track-record of curating and hosting exhibitions that expand our understanding of wildlife art, the Museum is poised for expansion. In partnership with the Museum Director and Chief Advancement Officer, the incoming Director of Development will play a critical role in planning for and executing strategies that will generate resources to fund capital expansion and long-term institutional sustainability. This effort will be in partnership with Museum staff leadership and a board that has rallied behind the cause.

A successful candidate for the Director of Development role will be an experienced fundraising professional with a deep understanding of the principles of portfolio management, annual campaigns, membership, and grants. They will bring, or quickly gain, an appreciation for the arts and the outdoors, and the motivations of the generous supporters of the Museum. The Director of Development will be highly collaborative, entrepreneurial in their approach, and comfortable leading a committed team of development professionals.

Candidates must bring a commitment to the mission, vision, and values of the National Museum of Wildlife Art (NMWA):

- Mission: Impart knowledge and generate wonder through art and education.
- Vision: Inspire connections with wildlife and nature.
- Values: Integrity, Excellence, Collaboration, Transparency, Accountability, Financial Responsibility.

The ideal candidate will also have an understanding of the cost of living in Jackson, WY, which, for its many amenities, can be prohibitively expensive. Leadership at NMWA recognize the challenges and opportunities of life in Jackson and strive to ensure a positive quality of life for all Museum staff. The target compensation for the Director of Development reflects this understanding as well as the desire to recruit and retain staff who bring a long-term commitment to the mission and seek to develop professionally in their roles.

## Key Position Functions

### Summary

Reporting to the Chief Advancement Officer, the Director of Development is responsible for planning, managing, and executing a comprehensive, diversified, and strategic development effort that sustains

and secures revenue from various constituencies in accordance with annual goals. The Director of Development leads a small and nimble team to achieve key objectives. In collaboration with curatorial, education, and events team, the Director of Development will create high-impact partnerships that generate revenue, increase community awareness, and foster lasting connections with the Museum's existing stakeholders and emerging audiences.

### **Competencies and Attributes for Success in the Position:**

- Resourceful
- Financial Acumen
- Strategic Mindset
- Effective Communicator
- Instills Trust
- Stakeholder Balancer
- Quality Decision Maker
- Collaborator
- Network Builder
- Nimble Learner
- Action Oriented
- Self-Development

### **Essential Duties and Responsibilities**

**Fundraising Leadership:** Develop and implement a strategy to meet NMWA's annual fundraising goals. Oversee annual campaigns and events including WyoGives, Old Bill's Fun Run, year-end fundraising campaigns, and other campaigns as needed. Oversee the annual membership campaign, as managed by the Membership Manager. With supervision of and support from the Chief Advancement Officer, establish annual fundraising calendar and establish metrics for success.

**Front-Line Fundraising:** Achieve an annual fundraising goal of \$1.6M. Manage a portfolio of 80 to 100 top donors and prospects to secure underwriting for Museum programs. Solicit and secure major gifts for annual fund and donor-restricted use.

**Donor Relations:** Build strong relationships with board members, donors, and prospects. Mobilize board and staff to be successful relationship builders, fundraisers, and Museum ambassadors. Ensure appropriate stewardship plans and systems are in place.

**Development Operations:** Manage multiple projects and establish and manage priorities, goals, and timelines. Maximize use of Raiser's EdgeNXT to track all cultivation and solicitation activities. Manage the annual budget of the development department and oversee monthly financial reconciliations. Ensure an infrastructure that is efficient and effective for giving to NMWA. Develop a protocol for consistent reports for use by NMWA staff and leadership to show progress toward goals and success of cultivation/solicitation activities.

**Team Management:** Motivate and manage a development team comprised of the full-time Membership Manager and a contracted grants associate. Provide guidance, training, support, and positive feedback to ensure high performance by each team member in meeting fundraising objectives and goals.

**Donor and Member Engagement and Stewardship:** Create and implement a stewardship plan that incorporates standard and timely acknowledgments via email, postal mail, and phone calls from staff and development committee, as appropriate. Collaborate with Curatorial and Education/Outreach Departments to support development through special events, outings, or conversations with artists, historians, and scholars.

**Public Relations:** Serve as a dynamic spokesperson for the organization with NMWA's visitors and



members, and at public, community, or special events as needed. Ensure that the Museum's brand and voice are accurately reflected in all development materials.

## Requirements

- Bachelor's degree required; advanced degree desirable.
- Minimum of five years proven success in meeting fundraising goals, with the ability to attract, influence, engage, and build long-term relationships with donors and key constituents. Comfort and experience with portfolio management. Experience in museums and/or art institutions is a plus.
- Flexible and adaptable work style with the ability to work some nights and weekends, manage competing demands, and work independently as well as part of a team.
- Proficiency with Microsoft products including Word, Excel, and PowerPoint applications, as well as Google Workspace equivalents.
- Management experience and leadership skills.
- Familiarity with customer relationship management (CRM) platforms or other databases; Blackbaud, Raiser's Edge NXT or similar fundraising platforms preferred.
- Awareness of Jackson, WY cost of living and landscape.

## Compensation:

The expected salary range for this position is \$110,000-125,000.

Additional benefits include:

- Housing and Transportation Stipend
- Medical, Dental, and Vision Coverage
- Life Insurance
- 403(b) Retirement Plan Contribution
- 20 PTO Days
- 11 Paid Holidays
- Hybrid Work Environment

## Application Process

Benefactor Group is pleased to be assisting the National Museum of Wildlife Art with this executive search. Applications will be reviewed as they are received. All applications are considered highly confidential. To be considered for this position, please send a resume and formal cover letter in pdf. format to:

**Benefactor Group Recruitment Team**

[HR@benefactorgroup.com](mailto:HR@benefactorgroup.com)

<http://www.benefactorgroup.com>

To learn more about the National Museum of Wildlife Art, please visit: <https://www.wildlifeart.org>

Please do not contact the National Museum of Wildlife Art staff or Board with questions or interest in the role. All inquiries about the position should be directed to Benefactor Group.





## Equal Employment Opportunities

NMWA is an equal opportunity employer committed to creating a diverse workforce. The Museum provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, genetic information, marital status, service member status, amnesty or status as a covered veteran, or any other protected classification under applicable federal, state, and local laws.

## About Jackson Hole, Wyoming

Several towns are nestled within the Jackson Hole valley region, including Jackson, Wilson, Kelly, Moran, Hoback Junction, and Teton Village. A combination of wildlife, incredible vistas, outdoor recreation, arts, and rugged old-west charm make this region one of the top year-round destinations in the world—and a vibrant place to live, work, and play.

- Yellowstone National Park and Grand Teton National Park, two of our country's most beautiful natural places, are in our backyard—as such, Jackson Hole offers some of the most breathtaking natural scenery in the world. Residents enjoy snow-capped peaks, national forests, abundant wildlife, and breathtaking views.
- Anyone with a passion for the outdoors will find themselves captivated by the region's endless recreation opportunities. Jackson Hole is home to three top-ranked ski destinations, providing residents unmatched access to alpine and cross-country skiing, snowshoeing, and snowmobiling in the winter. During the warmer months, other opportunities abound, including hiking, biking, climbing, water sports, wildlife viewing, hunting, and fishing.
- Ranked in the top five art markets in the nation, Jackson is home to a world-class symphony, community theaters and performing arts groups, renowned museums like ours, and several well-known arts and film festivals. In town, more than 20 art galleries, as well as eye-catching public installations, line the streets. Jackson is home to notable cultural and western experiences, including our Fall Arts Festival, Old West Days, the Jackson Hole Rodeo, and the Grand Teton Music Festival.
- Downtown Jackson is packed with culinary and shopping experiences—diverse and highly renowned restaurants, shopping, spas, and a variety of activities rooted in Jackson's distinctive western culture.