Brooklyn College seeks to hire a Director for its Performing Arts Center (BCBC). Established in 1954, BCBC is a 501 (c) 3 non-profit organization with the mission of presenting outstanding cultural and arts education programming, reflective of Brooklyn’s diverse communities, at affordable prices. BCBC presents over 40 annual performances and serves over 65,000 patrons with national and international dance, music, theater, and family programming. Included in this is one of the borough’s largest arts education programs, serving over 45,000 school children annually. BCBC is located on the beautiful campus of Brooklyn College and presents its programs in the College’s 2,400 seat Walt Whitman Theater. The annual operating budget of BCBC is $1.2 million.

The Director is responsible for all aspects of operations, management, fundraising, and programming at BCBC, including management of its staff (4 full time, 2 part time, consultants), and mentoring of Brooklyn College MFA graduate students. S/he provides leadership and strategic direction to BCBC, ensuring the organization achieves its mission and meets its goals for excellence in programming, administration, and financial management. S/he reports to the Dean of Visual, Media and Performing Arts and works closely with the BCBC Board of Directors.

The Director serves as chief fundraiser and must be able to expand BCBC’s contributed revenue from its current level of $500K. S/he will be expected to maintain and strengthen relationships with current funders while cultivating new relationships with philanthropic and corporate foundations, corporate partners/sponsors, major gift donors and others. S/he will work directly with the Dean, Manager of Institutional Giving, and members of the Board of Directors to maximize the fundraising efforts of the organization.

The Director will work closely with Brooklyn College administration, the performing arts departments and BCBC staff to help develop programmatic ideas, audience development strategies, and community partnerships in support of the College’s new Tow Center for the Performing Arts (construction to be completed in 2014).

Requirements:
- bachelor’s degree (Master’s degree preferred) in arts management or related field; and a
- minimum of eight years at a senior level position within a performing arts organization or related non-profit arts organization;
- demonstrate track record of fundraising success, including grants writing, major gifts, special events, and individual giving;
- proven ability in financial, human resource, and project management;
- excellent communication skills, oral and written;
- evening and weekend work required.

In addition to the above requirements, the ideal candidate will have a passion for and dedication to the performing arts and to audiences, a strong knowledge of music, theater, dance, and family theater practices and repertoire, a familiarity with the philanthropic environment for the arts in New York City and nationwide, experience in performing arts programming, and experience working in a college or university environment.

Compensation: commensurate with qualifications and experience.

How to Apply: Prior Applicants need not apply. Please email your Cover letter, vitae and contact information for three references to bcjobs@brooklyn.cuny.edu with the line “Managing Director” in the subject field.