

Linda Hall Library Director of Development

One of the world's largest libraries devoted to science, engineering, technology, and their histories, the Linda Hall Library was established in 1941, the result of a bequest from Kansas City businessman Herbert Hall and his wife, Linda who wished to establish a "free public library for the use of the people of Kansas City and the public generally."

The Library's first board of trustees decided to collect materials related to science, engineering, and technology. Today, the Library pursues a two-fold mission. In addition to serving as an international destination for advanced research exploring these subjects and their histories, the Library serves as a public forum for discussion of the social impact of science, engineering, and technology.

The Library has recently adopted a new strategic plan that will result in a transformed organization with significant local, national, and international reach and recognition. The plan contemplates deep change in all aspects of the Library. This includes restructuring and reorganizing staff, adding new programs and new formats to expand the Library's audiences, and collaborating with other organizations to develop engaging programs and promote economic activity and community well-being. Meeting these goals will require significantly expanded development and fundraising efforts; the Library is consequently augmenting its development department. It now seeks a highly qualified professional to serve as its Director of Development, a new position reporting to the Senior Vice President for Engagement.

The Director of Development is responsible for creating and overseeing comprehensive efforts to identify, cultivate, establish, and maintain relationships with current and prospective individual and institutional donors and sponsors. In seeking to secure support for the Library's transformational goals, the Director of Development supervises advancement efforts directed to, among others, major donors, annual fund contributors, corporations, foundations, and sponsors.

The Director of Development will, among other things:

- Absorb, understand, and commit to the Library's strategic plan which highlights to central role of a vigorous development program in the Library's transformation
- Develop, test, and revise as necessary, a comprehensive fundraising plan that advances the goals of the strategic plan
- Develop, test, and implement a comprehensive approach to attract and renew sponsors
- Lead a department that creates, designs, implements, and evaluates all development strategies and tactics
- Help create a high performing, collaborative, strategic and accountable fundraising team
- Research prospective donors, surface, and implement approaches to them
- Establish, maintain, and grow relationships with donors and supporters
- Prepare and submit inquiries and proposals to prospective donors and sponsors
- Plan and implement events for current and potential funders and sponsors
- Collaborate with the programs department to leverage its efforts to attract support
- Collaborate with communications to create fundraising materials and solicitations
- Develop and apply metrics for fundraising and align strategies to meet goals

- Work closely with the head of two other public-facing department (communications and programs) to ensure a comprehensive approach to fundraising that is embedded in all Library activities
- Collaborate with heads of other Library departments to create and implement effective fundraising strategies that advance the goals of these departments
- Collaborate with the finance office in assessing institutional needs and preparing relevant projections and budgets
- Work closely with the President and Senior Vice President for Engagement on all aspects of development

Experience and Qualifications

- A bachelor's degree is required, an advanced degree is preferable
- At least seven years of development experience in a cultural, educational, or other not-for-profit organization
- AT least two years of development experience at a director's level, which may be as a development director, or as a director of institutional (corporate and foundation) giving, or as a director of major gifts
- A record of progressively successful fundraising, as measured by growth in funds raised and increased number of donors year over year
- Experience managing a development team
- Ability to write clearly and concisely, with a record of successful proposal writing
- Excellent oral communications skills, with capacity to engage current and potential donors
- Familiarity with deploying social media to support development strategies
- Familiarity with state-of-the-art CRMs
- Networking ability, including capacity to leverage connections and contacts of Library Trustees and other supporters to increase donor base
- Experience in building supportive constituencies through ongoing community outreach, and creating and maintaining relationships with other organizations
- Experience in developing, implementing, and monitoring departmental/program budgets

To apply, submit resume with cover letter to:

personnel@lindahall.org, or

Linda Hall Library
 Attn: Personnel
 5109 Cherry Street
 Kansas City, MO 64110

The Linda Hall Library is an Equal Opportunity Employer M/F/D/V.

