



EXECUTIVE RECRUITMENT

John Michael Kohler Arts Center Director of Development



TWB
FUNDRAISING



About John Michael Kohler Arts Center

The John Michael Kohler Arts Center (JMKAC) is a world-renowned museum in the heart of Sheboygan, Wisconsin. Founded in 1967, JMKAC is known for presenting the work of self-taught and contemporary artists in artist-built environments that provide an immersive experience for visitors. Year-round offerings include rotating original exhibitions, live performances and events, classes and workshops, and an on-site preschool. In 2021, the Arts Center opened the Art Preserve, the world's first museum to focus entirely on work from art environments.

JMKAC is a museum like no other, where artists transform their surroundings into exceptional, multifaceted works of art, and visitors experience art in a deeply personal way that speaks to them and also reflects our common humanity.



The Arts Center is about breaking down barriers, generating a creative exchange between artists and the public – and serving as a community convener, inviting the entire Sheboygan and regional community to interact with art and with each other, to feel a sense of connectedness and belonging. JMKAC strives to

create welcoming experiences that remove barriers of race, class, age, ability, gender, sexuality, culture, or identity. The museum's collections present diverse artists, from the vernacular to classically trained, and from local to global perspectives. Its performances and exhibitions spotlight voices from the BIPOC, LGBTQ+, and disability communities to bring new ideas and conversations around diversity and inclusion.

Fundamental to the Arts Center's mission is providing free access to the entire community to experience art, programs, and community events. Notable offerings include Levitt AMP, a free outdoor summer concert series held on the City Green featuring live music in a variety of genres, and an annual mid-summer arts festival. JMKAC lifts up the local economy through increased tourism and helps make Sheboygan an attractive place to live and work.

About Sheboygan, Wisconsin

Located on the beautiful shores of Lake Michigan halfway between Milwaukee and Green Bay, the city of Sheboygan, Wisconsin is a hidden gem—a vibrant small city with a relaxed lifestyle that is friendly and affordable. Among the reasons Sheboygan is a great place to live and work:

- Thriving arts and food scenes, fun festivals, great shopping
- Bountiful outdoor recreation opportunities including hiking, biking, sailing, and paddleboarding. The area is also home to Destination Kohler, which features four of the top 100 golf courses in the U.S. all designed by Pete Dye
- Known as the Freshwater Surf Capital of the World and the Malibu of the Midwest for its pristine beaches and robust surf breaks that attract surfers year-round (but the high season is winter!)
- Just one hour from Milwaukee and 2.5 hours from Chicago



Position Overview

Top candidates for the Director of Development will be confident, self-directed leaders who bring an inclusive and open-minded approach to collaboration and team building. They will be prepared to strengthen the Arts Center's fundraising muscles and promote a culture of philanthropy within an organization recently energized to bring philanthropic fundraising to the forefront.

JMKAC's new Director of Development will have the opportunity to build on the organization's long history, strong reputation, and deep community relationships to build a best-practice fundraising program that will lead to both immediate and long-term growth. The Director of Development will articulate the vision for and will have strategic oversight over the development program, which is poised to grow. To support this growth, the Director will have access to the Arts Center's robust internal infrastructure for museum membership, special events, and marketing. In addition to overseeing strategic growth, the Director will lead the development team and maintain a personal major gifts portfolio while also advising and supporting the Executive Director and other leadership staff in their prospect portfolios. The Director will engage the board of directors and development committee as partners in fundraising. The Director of Development is a member of the executive leadership team and reports to the Executive Director.

Primary Duties and Responsibilities

- Lead, supervise, and manage the development team, its fundraising programs, and operations (including overseeing protocol adherence for the fundraising database and moves management systems), ensuring each development team member has annual qualitative and quantitative goals associated with the multi-year fundraising plan.
- Compose and manage a personal portfolio of four- and five-figure major gift donors, foundations, and corporate sponsors, including qualifying them as potential leadership prospects for the executive director.
- Support and advise the executive director and other key staff members in managing major gifts portfolios, including setting strategy and overseeing moves management.
- Develop and provide leadership for a multi-year fundraising growth strategy, establishing an annual fundraising plan with goals, objectives, benchmarks and metrics to monitor progress for all fundraising programs.
- Prepare and administer the department operating budget, monitor spending to ensure compliance against plan, and collaborate as needed with finance department to ensure accuracy.





DIRECTOR OF DEVELOPMENT

- Serve as the liaison to the JMKAC board of directors, staff the board development committee, and support the development committee chair and members, attending committee meetings as required, providing fundraising updates, data and other information as needed.
- Serve as a member of JMKAC's executive leadership team, building strategic connections and a culture of philanthropy across the organization, providing leadership and collaborating to help achieve the organization's mission, strategic plan and financial management goals.
- Regularly update the executive director and leadership team on fundraising program status, to include providing trend and YTD revenue progress reports against goal in the context of the organization's budget. Remain current on latest fundraising trends and changing strategies in philanthropy to inform development efforts.

Qualifications

Top candidates will have at least five years' progressive experience in nonprofit fundraising and at least three years of supervisory experience with progressive management responsibilities. They will also have a demonstrated record of success in:

- Developing and retaining a highly functioning, collaborative team
- Using a donor-focused relational approach to identify, cultivate, steward, solicit, and close major philanthropic support—including 5+ figure gifts
- Using fundraising technology (such as CRM and wealth screening programs) and showing proficiency in MS Word, Excel, and PowerPoint
- Hands-on fundraising implementation, including building and managing internal systems
- Effectiveness in fund development planning and evaluation
- Nonprofit management including budget and human resource management
- Communicating persuasively both verbally and in writing
- Working collaboratively as part of a team, as a team leader, and as an individual contributor
- Upholding the principles and ethics of fundraising
- Ensuring personal knowledge of emerging trends in the fund development profession

Experience in the arts, culture, and/or museum sectors is preferred but not required. An undergraduate degree is required for this role; a degree in a related field is preferred.





DIRECTOR OF
DEVELOPMENT

Compensation and Benefits

John Michael Kohler Arts Center offers a competitive salary and benefits. This full-time, exempt position is eligible for health insurance and prescription drug coverage and HRA (health reimbursement arrangement); life, dependent life, and AD&D insurance; voluntary dental, vision, term life, group accident, and critical illness insurance; a 403(b) plan; an employee assistance program; PTO; short- and long-term disability; generous additional leaves (bereavement, family leave); and benefits and discounts for personal and family use of the Arts Center's many benefits.

**The salary range for this position is \$90,000-\$110,000.
Compensation is commensurate with experience.**

Instructions for Applicants

**This search is being conducted by
TWB Fundraising.**

To apply, please submit a cover letter and resume at <https://bit.ly/KohlerDirectorofDevelopment>

We encourage you to highlight your experience with increasing fundraising revenue through a variety of channels, your experience with major gifts, your management experience, and your

interest in and history of professional or personal engagement in the arts and/or museum field in your cover letter.

All inquiries and questions will be held confidentially. Apply early for best consideration. No phone calls or applications submitted by mail.

Recruitment will continue until the position is filled. We ask that all interested candidates complete the application form, but you may direct any application-related questions or needs to:

Rebekah Silverman

Vice President, TWB Fundraising at
rsilverman@twbfundraising.com.

