**Vice President and Chief Philanthropy Officer**

The Boston Arts Academy Foundation (BAAF) is dedicated to supporting the Boston Arts Academy, the city's only public high school for the visual and performing arts. Our mission is to ensure that every student, regardless of their background, has access to a transformative education that prepares them for a future in the arts. Join us in making life-changing opportunities a reality for our talented and diverse students.

**The Opportunity:** The Vice President and Chief Philanthropy Officer is a dynamic leadership position that will play a critical role in advancing the mission of BAA and driving philanthropy efforts to fuel the foundation’s growth. Reporting directly to the President and CEO, the CPO will help to shape and guide the organization’s philanthropic strategy, oversee a portfolio of individual donors, manage a talented revenue team, and contribute to BAAF’s multimillion-dollar fundraising goals.

This is an exceptional opportunity for an experienced philanthropy professional with a proven record of success in a high impact, metric driven organization. If you are passionate about the arts, education, and helping young people thrive, this role offers a unique chance to have a direct impact on Boston’s arts community.

**The Role:**

**Revenue Generation, Relationship Building, and Individual Giving (50%)**

* Serve as a key driver in advancing the mission of BAA Foundation and raising funds to support the success of Boston Arts Academy’s students.
* In partnership with the revenue team, raise $3.5M annually via individual donors (annual fund & major gifts), corporate, foundations, sponsorships, and events.
* Directly manage and steward a portfolio of 75-100 individual and corporate donors to secure major gifts
* Directly manage, steward and grow BAAF’s Advisory Council
* Collaborate with the Manager of Annual Giving & Engagement (MAGE) to develop and implement donor engagement programs, including new donor recruitment, recurring donations, planned giving, and a robust annual fund program.
* Partner with the Director of Marketing and Events Management and other team members to secure more than $2.5 million annually for BAA Honors and our Champion Reception through individual donors and select corporate relationships.
* Maintain detailed records in Blackbaud Raiser’s Edge NXT® for donor portfolio management, ensuring all actions and correspondence are tracked for reporting and analysis.
* Meet or exceed established metrics for donor qualification, cultivation, solicitation, and stewardship.
* Oversee individual donor tours of the BAA campus and coordinate cultivation events in partnership with Gift Officers, Board members, and community leaders.

**Staff Management of Revenue Team (40%)**

* Grow, lead and mentor a diverse team of 5+ fundraisers responsible for annual fund, grants, events, sponsorships, marketing/communications, public relations, scholarships, and alumni.
* Track, report, and manage performance metrics for the entire team.
* Cultivate skills and experience within the fundraising team toward growing an organizational culture of philanthropy.

**Board and Senior Leadership (10%)**

* Serve as an integral member of BAAF’s Executive Team alongside the President & CEO, Chief of Staff and Chief Financial & Operating Officer, contributing to the strategic direction of the Foundation.
* Work closely with the Board of Directors, producing and delivering board content, attending meetings and presenting at regular intervals to provide updates on fundraising activities and progress toward goals.

**Education and Experience**

* Bachelor’s degree required, master’s preferred, and CFRE is a plus.
* At least 10-15 years of experience in a philanthropy leadership role, with significant exposure to individual giving and donor cultivation in the Greater Boston area.
* A proven record of success in fundraising, with a focus on major gifts, individual giving, and annual funds.
* Knowledge of Blackbaud Raiser’s Edge NXT® or similar CRM systems is preferred.

**Skills and Attributes**

* Strong relationship-building skills and a passion for the arts and education.
* Entrepreneurial spirit, ambition to drive results, focused on goals, metrics/performance.
* Strategic thinker able to engage and inspire diverse stakeholders.
* Exceptional communication skills, able to follow through and execute with an eye for detail.

**Why Join Us?** This is more than just a job; it is an opportunity to shape the future of young artists and make a lasting impact in the Boston community. As the Vice President and Chief Philanthropy Officer, you will be at the forefront of one of the most inspiring and impactful arts education institutions in the country. You will collaborate with a passionate team and a diverse community of donors, alumni, and supporters who believe in the transformative power of the arts.

**Benefits and Salary**

The salary range for this position is $140-$150K + 15% performance bonus annually depending on experience and results. Out benefits package includes medical, dental, flexible spending accounts, vision, life and short-term disability, vacation, sick, personal time, as well as the option to participate in our 403(b)-retirement plan with employer match.

**Work Schedule**

This position is located in the Fenway section of Boston at 9 Lansdowne Street. Located close to public transportation. This position occasionally requires irregular hours as needed, including early mornings and evenings, and occasional weekend events. BAAF follows a hybrid work schedule, with 4 days in the office and 1 day remote. The CPO’s schedule may vary based on time out of the office for donor engagement.

**Apply by emailing Karen Slein, Managing Human Resources Consultant at****Karen@sleincompany.com****.**

*BAAFoundationiscommittedtoworkplacediversityandinclusion.Weareanequal-opportunityemployeranddonot discriminateinhiringoremploymentonthebasisofrace,color,religion,nationalorigin,gender,maritalstatus,sexual orientation,age,disability,veteranstatus,oranyothercharacteristicsprotectedbyfederal,state,orlocallaw.We offer competitive salaries, excellent benefits, and a pleasant working environment.*

**Join us in making a difference—one student, one donation, one partnership at a time!**