



DIRECTOR OF DEVELOPMENT

Denver, Colorado

www.operacolorado.org

THE ORGANIZATION

Opera Colorado, based in Denver, is uniquely positioned financially and artistically as the leading producer of opera in the state of Colorado. Opera Colorado presents three operas annually at the new Ellie Caulkins Opera House, with an annual budget of \$5 million dollars and contributed revenue in excess of \$2.6 million. Opera Colorado's education and community programs serve over 25,000 youth and adults throughout the state of Colorado annually. Its productions are of the highest artistic merit, presenting some of today's most promising emerging talent alongside national and international superstars. The Ellie Caulkins Opera House, located in downtown Denver at the Denver Performing Arts Complex, is a state-of-the-art facility featuring a 2,100-seat performance hall, Figaro Systems titling available at all seats, luxurious dressing rooms and backstage facilities, and elegant public and private entertaining space.

Since its inception in 1983, Opera Colorado has been committed to presenting the highest quality live performances of opera in their original languages. In 1980, a group of local opera fans met at the Grant-Humphreys Mansion to discuss the need for an opera company in Denver. While there were several regional companies, the Friends of Opera wanted to establish a major production company that could bring opera to audiences in the area. The group soon attracted Nathaniel Merrill and Louise Sherman, two veterans of the Metropolitan Opera. Excited by the prospect of running an opera company, Merrill soon got to work: Opera Colorado's first season opened on April 4, 1983, with *Otello*, which ran for three performances and featured internationally-acclaimed tenor James McCracken. On April 5, the company performed *La Bohème* with world-renowned tenor Plácido Domingo.

All of Opera Colorado's main stage productions took place in the round, in the Boettcher Concert Hall in downtown Denver, until 1992. Under the leadership of General Director Peter Russell, Opera Colorado helped push for and won the 2002 bond issue to restore and renovate the 1908 Auditorium Theater to create the Ellie Caulkins Opera House. The hall was unveiled on September 10, 2005, with a gala concert and a roster of famous singers, including Renee Fleming, Ben Heppner, and James Morris. The season then began in November with Denyce Graves and Beth Clayton alternating dates in the title role in *Carmen*. That same season, Opera Colorado continued its commitment to bringing opera to Colorado by commissioning a new bilingual opera for the Outreach Ensemble to perform in schools and community venues. The one-act family opera *La Curandera* was written by Robert Xavier Rodríguez and was based off Mozart's *Bastien and Bastienna*. After opening on CU-Denver's Auraria Campus at the King Center, this intimate chamber opera began touring schools around the state. In 2007, Opera Colorado was honored when *La Curandera* received OPERA America's Diversity Award.

Opera Colorado recently celebrated its 25th Anniversary Season by expanding its offerings with a special concert version of *The Flying Dutchman*, starring premiere Wagnerian bass James Morris. The 2007-2008 Season saw the appointment of a new General Director, Greg Carpenter, who had previously served as Director of Development for Opera Colorado. Opera Colorado was a co-producer of a new production of John Adams' classic contemporary opera *Nixon in China*. The first new production of the opera in a generation, it was performed to sell-out crowds in Denver during the June 2008 National Performing Arts

Convention. Directed by James Robinson and conducted by Marin Alsop, the performances were recorded with the Colorado Symphony Orchestra and issued on CD on the Naxos label in the fall of 2009.

As it looks to the future, Opera Colorado hopes to continue the tradition established by Nat Merrill of presenting conventional performances and innovative restagings, bringing renowned stars and emerging talent to Denver, and sharing opera with audiences through live performances and educational and cultural programs.

THE COMMUNITY

The Metro Denver area is situated on the high plains at the base of the Rocky Mountains. Moderate temperatures, low levels of humidity and abundant sunshine provide an ideal climate for year-round activities. Known as the Mile High City, Denver is the heart of an energetic metropolitan area that embraces newcomers and visitors. This diverse region ranges from a dynamic central business district with a cosmopolitan urban atmosphere to small communities with distinctly rural flavor to picturesque mountain towns in the foothills of the Rockies. The City of Denver is home to an active and historic downtown area with lofts and high-rise housing options, as well as tree-lined neighborhoods that also have historic roots. A city of distinctive neighborhoods, Metro Denver's cost of living remains affordable.

Culture abounds and thrives in metro Denver—a place for energetic minds. The area's diverse population supports culture through the Scientific and Cultural Facilities District (SCFD), a unique regional tax, which voters have passed twice, to stimulate growth of arts and culture in the city. .. Each year, the SCFD distributes millions of dollars in tax funds to local arts and culture organizations.

Metro Denver is home to companies large and small, representing a healthy cross-section of industries, including aerospace, biosciences, software development, financial services, and energy. The area's economic engine attracts a young, diverse and talented workforce, including educated high-tech professionals. Metro Denver's mild climate, low humidity, plentiful sunshine and "Mountain West" lifestyle create an ideal atmosphere for a year-round recreational haven. The City of Denver has the largest public parks system of any U.S. city, boasting 205 parks within the city limits. Located within 100 miles of metro Denver, the Rocky Mountains are home to some 25 world-class ski resorts, offering downhill and cross-country skiing, snowboarding, inner-tubing and mountain climbing opportunities. In the summer months, these resorts provide spectacular backgrounds for a variety of music and food festivals, as well as outdoor activities like river rafting and horseback riding.

Colorado boasts the third-highest percentage of college graduates in the country. Of the adult population, 89.6 percent are high school graduates and 35.5 percent have college degrees. Among large U.S. metro areas, metro Denver ranks third for high-school graduates and 11th for college graduates.

In metro Denver, the focus of Kindergarten through 12th grade (K-12) education is "choice." Both public and private schools offer an array of educational options for primary and secondary students. The region also provides a wide range of higher educational resources, including world-class research institutions, graduate and professional schools, and a broad spectrum of undergraduate programs.

Metro Denver is home to some of the finest hospitals and medical research facilities in the world. Several hospitals in the area rank among the best health care facilities in the country, according to *U.S. News & World Report's* 2005 "America's Best Hospitals" survey.

THE POSITION

The Director of Development is a member of the senior administrative team and reports to the General Director. The position is responsible for all aspects of fundraising, including annual fund support from individuals, corporations, foundations and government agencies, as well as sponsorships, special events,

planned giving, and endowment funding. He/she works closely with the General Director to sustain current fundraising initiatives and develop strategies to broaden fundraising potential. The position is responsible for guiding Board and staff in building strong relationships within the Denver fundraising community and throughout the State of Colorado. The Director of Development works closely with the Opera Colorado Board of Directors to coordinate fundraising activities and further expand the scope of the Development Committee. He/she works cooperatively with members of the senior administrative team including the Director of Finance and Administration, Director of Marketing, Director of Education, Director of Artistic Planning, and when necessary the Manager of Production. He/she is responsible for managing a staff of three (3) development professionals, including the Manager of Annual Giving, the Manager of Corporate and Foundation Relations, and the Manager of Database Operations.

ROLES AND RESPONSIBILITIES

Work collaboratively with the Opera Colorado team to advance its mission and goals while supporting its core values. Guide annual fund, community relations, major gifts, planned giving, special events, and volunteer services activities. Other essential duties and responsibilities include, but are not limited to, the following:

- Serve as the principal fundraising strategist and development officer for Opera Colorado.
- Advise, prepare, and support the General Director and Board Members in fundraising to maximize the effectiveness of Opera Colorado's fundraising and community outreach efforts.
- Create and manage a program for the identification, qualification, cultivation, solicitation, and stewardship of existing as well as prospective individual, corporate, foundation, government and other major donors.
- Represent Opera Colorado at community events, as needed.
- Prepare department's strategic plan with short- and long-range goals to meet Opera Colorado's funding objectives,
- Appoint, lead, evaluate, and manage development staff.
- Prepare and administer department budget, projecting and monitoring goals for both revenue and expense.
- Establish development policies, systems, and procedures, with a special emphasis on ethical standards for soliciting and reporting gifts and for exceeding the expectations of individual, corporate, foundation and government donors.
- Work closely with the General Director to serve the organization's top-most donors and board members and support stewardship strategies of these donors.
- Coordinate with Director of Marketing to ensure integrated marketing and development activities and to develop publications and fundraising materials that enhance Opera Colorado's image and promote its fundraising activities.
- Oversee the planning and execution of fundraising events such as Annual Gala, corporate recognition events, Opening Night Dinners, and provide direction and oversight to ensure maximum net financial and institutional results from such efforts.
- Supervise the appropriate use of donor software, ensuring donor privacy, data accuracy and timeliness of reporting.

TRAITS AND CHARACTERISTICS

Opera Colorado seeks a creative, energetic, and entrepreneurial development professional to provide strategic philanthropic leadership at a time when it is expanding its artistic reach and institutional influence. The successful candidate will demonstrate a well-rounded set of competencies that sets him/her apart from others in the philanthropic field. The successful candidate will be a highly skilled and effective communicator, results-oriented professional, hands-on manager, and natural leader whose creative style results in positive institutional impact. Leading candidates will demonstrate success working with a wide range of people and possess superior organizational and communication skills. The selected candidate will have the ability to lead and inspire corporate and individual donors, volunteers, colleagues and staff to advance Opera Colorado's

mission and vision. He/she will be savvy and smart with a sense of humor and a commitment to team-based management and the engagement and involvement of volunteer leadership. A desire to work in a fast-paced environment with regular interaction with many stakeholders is needed. The selected candidate will value knowledge and intellectual growth while realizing the importance of the effective investment of time and resources in achieving institutional goals. Denver is a large and diverse urban community that requires someone who thinks creatively and enjoys working with people from many cultural backgrounds.

EXPERIENCE

Bachelor's degree and a minimum of 7-10 years of senior development and/or community relations experience in a nonprofit organization and a successful track record in individual and major giving. Strong interpersonal skills, excellent organizational ability, superior communication skills, both oral and written. A sophisticated understanding of the tools of fundraising, as well as the ability to work as part of a team and motivate others is necessary. Demonstrated success in soliciting and securing major gifts from individuals, corporations, foundations and government sources is essential. Knowledge of contact management systems, databases, research or other donor relations tools is needed, as are superior skills on the internet and with spreadsheets, donor/relationship software and word processing systems. Knowledge of opera and the performing arts is recommended.

- Dynamic, approachable person with a proven record for follow through
- Proven record of successful fundraising in the areas of individual, corporate and foundation giving
- Demonstrable success working with a non-profit Board of Directors
- Knowledge of the latest trends in planned giving vehicles and a track record in successfully securing planned gifts
- Outstanding verbal and written communication skills
- Successful experience developing relationships with current and prospective contributors
- Experience working with Raiser's Edge by Blackbaud
- Proven record of producing high quality fundraising events and working with volunteer committees
- Success in producing high quality contributor recognition and cultivation events
- Extensive experience in developing income and expense budgets
- Outstanding skills in developing community partnerships and working with outside vendors
- Familiarity with IRS regulations concerning gifts made to non-profit organizations
- Ability to multi-task with detail orientation and the ability to prioritize projects
- Cooperative approach to working with other members of the senior management team
- Proven record in successfully managing professional staff and volunteers
- Flexibility to work outside standard business hours at rehearsals, performances, special events, etc.

COMPENSATION

Competitive compensation and benefits package. Health insurance, dental insurance, life insurance, disability insurance, matching/profit sharing plan, vacation.

APPLICATIONS AND INQUIRIES

Send letter and resume with demonstrable accomplishments to:

Ms. Lee Kappelman, Vice President
Arts Consulting Group, Inc.
1718 M Street NW, Suite 283
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Opera Colorado is an equal opportunity employer.

Opera Colorado – Director of Development – 1/5/10