



The Phillips Collection

Senior Major Gift Officer

Washington, DC



The Phillips Collection is an exceptional collection of modern and contemporary art in a dynamic environment for collaboration, innovation, engagement with the world, scholarship, and new forms of public participation.



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About The Phillips

The Phillips Collection stages public encounters with superb works of modern art in an intimate setting in the vibrant Dupont Circle area of Washington, DC. The museum holds a stunning collection of impressionist and modern works by Renoir and Rothko, Bonnard and O'Keeffe, van Gogh and Diebenkorn, and continues to develop with selective new acquisitions, many by contemporary artists. It is housed in a distinctive building that combines extensive new galleries with the former home of its founder, Duncan Phillips.



In addition to its collections, the Phillips produces high-quality programming for scholars, artists, and the general public. Its Center for the Study of Modern Art offers Conversations with Artists and symposia, while its Sunday Concerts and Phillips After 5 programs enrich the community. The museum also produces an award-winning program of educational outreach that serves thousands of students and teachers.

The Museum's History and Future

The Phillips was founded by Duncan Phillips, the son of a Pittsburgh businessman and Civil War veteran whose family moved to Washington in 1895. After graduating from Yale in 1908, Duncan published his first book, *The Enchantment of Art*, in 1914, while he collected art with his brother Jim. After his father and brother died within a year of each other, Duncan and his mother founded the museum under the name Phillips Memorial Art Gallery. The museum opened to the public in 1921, and Duncan continued to serve as its director until his death in 1966.

The Phillips is currently at an exciting moment. It has just unveiled a colorful and vibrant new look that echoes its strategic goals: to pay homage to the institution's rich legacy while directing an eye toward the promise of the future. The museum is preparing for several milestones, including the 5th anniversary of the [Intersections contemporary art program](#) (2015), the 75th year of the museum's [Sunday Concerts series](#) (2015-2016 season), and The Phillips Collection's Centennial Celebration (2021). The museum is in the midst of a \$100 million campaign to coordinate with its Centennial.



The Opportunity

The Phillips is seeking a sophisticated and proactive Senior Major Gift Officer to support its Centennial Campaign as well as major gift fundraising efforts that will contribute to the Phillips' long-term sustainability. Reporting to the Director of the Phillips and working collaboratively as a member of the Campaign Cabinet, the Senior Major Gift Officer will be responsible for managing a portfolio of donors in order to identify and cultivate prospects for major and planned gifts. S/he will develop successful cultivation, solicitation, and stewardship techniques that result in the consistent upgrading of donors and will help to maintain careful records of donor contacts and status. The Officer will work collaboratively with the development staff and throughout the organization to identify fundraising opportunities.

The Senior Major Gift Officer responsibilities will include:

- ❖ Thoroughly understand the Phillips—its mission, values, culture, history, key stakeholders, programs, policies, and finances.
- ❖ Manage a personal portfolio of donors, including nurturing and building strong, positive relationships with individual donors through frequent communication.
- ❖ Leverage board and volunteer networks, as well as the Phillips' loyal donor and membership base, to proactively identify and cultivate new major gift prospects and donors.
- ❖ Work collaboratively with colleagues, leadership, and other supporters to identify and implement major gift opportunities.
- ❖ Serve as a passionate advocate for the Phillips in a way that deepens relationships with donors, prospects, high-level supporters, and external stakeholders.
- ❖ Exhibit respect for and excellent service to donors and all supporters of the Phillips through prompt and courteous communications.
- ❖ Track prospect and donor contact, status, follow-ups, and essential information.



The Phillips Collection is an "intimate museum combined with an experiment station."
– Duncan Phillips, 1926

Ideal Experience & Skill Set

- ❖ Five years of successful major gift fundraising in a regional or national environment.
- ❖ Record of securing gifts of \$25K+.
- ❖ Proven record securing planned gifts.
- ❖ Experience with major gifts fundraising during large campaigns.
- ❖ Proven success in managing a donor portfolio, including developing and implementing effective cultivation, solicitation, and stewardship techniques.
- ❖ Proven success in growing a major donor prospect base and moving donors up the giving ladder.
- ❖ Experience leveraging high-level volunteers/supporters, engaging them in the fundraising process, and in building awareness for an organization.
- ❖ Familiarity with museum or membership-based fundraising is desirable.
- ❖ Knowledge of the DC area is required.
- ❖ Bachelor's degree is required.

Personal Characteristics

- ❖ Strongly committed to the mission and vision of the Phillips with the ability to serve as a compelling ambassador for the organization.
- ❖ Self-motivated and able to take the initiative to execute plans effectively and efficiently.
- ❖ Ambitious and innovative about major gift fundraising strategies.
- ❖ Comfortable building and maintaining strong relationships with members, high-level volunteers, board members, and other Phillips stakeholders.
- ❖ Mature and sophisticated with good judgment; passionate enough to motivate others to emulate those characteristics.
- ❖ Effective in communicating both in writing and orally; listens as well as gives advice.
- ❖ Collaborative and able to work as a team to advance fundraising efforts.
- ❖ Attentive to detail and able to solve problems tactfully.



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To Apply



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Questions, resumes, and CVs should be sent to
search@driconsulting.com

All first round interviews for this position will take place at Development Resources, *inc.* at 1820 N. Fort Myer Drive, Suite 702, Arlington, VA 22209, (703) 294-6684, or via telephone/video conference.

The Phillips is an Equal Opportunity Employer and is seeking a diverse slate of qualified candidates for formal consideration.



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