Come join a team of dedicated staff at an exceptional time in Smithsonian history, as the Institution continues a comprehensive strategic plan, expands the programming, educational, and scholarly activity of its museums and research centers, and completes its very first Institution-wide fundraising campaign.

The Anacostia Community Museum has an opening for an experienced and dynamic Director of Advancement responsible for developing and managing the museum’s fundraising program and raising endowment and project funds from individual donors, corporations, and foundations for exhibitions, acquisition of objects and artifacts, conservation, digitization, research, education and public programs. In addition, as the museum approaches its 50th anniversary in September 2017, the ideal candidate will develop and execute creative strategies to maximize fundraising opportunities around this auspicious milestone.

MAJOR DUTIES
- Directs the advancement program and campaign-related activities for the Anacostia Community Museum, with responsibility for planning, generating, and executing fundraising initiatives
- Manages a portfolio of up to 100 prospects rated at $25,000 and higher
- Supervises advancement staff members
- Oversees Smithsonian Anacostia Community Museum Advisory Board activities
- Collaborates with other Smithsonian units on programs and solicitations

MINIMUM QUALIFICATIONS
- Bachelor’s degree is required; Master’s degree is highly desired
- Four or more years of successful experience in major gift fundraising in a complex organization, preferably a university or cultural institution
- A track record of building long-term donor relationships and closing 5-7 figure gifts
- Superior communication skills, both oral and written, as well as excellent interpersonal skills
- Understanding of and dedication to the mission of the Anacostia Community Museum

The Smithsonian Anacostia Community Museum collects artifacts, works of art, photographs, documents and paper records, audiovisual media, and other materials that help us understand how communities work. Collections development efforts focus on materials that document the history and community life of the east-of-the-river DC neighborhoods, and that support the research on
community life around the world. Anacostia Community Museum collections support the Museum's investigations and exhibitions related to contemporary community life and the examination of issues and themes that shape and resonate within contemporary urban communities.

The Smithsonian Institution is a unique complex of 19 museums and galleries, the National Zoological Park, and nine research centers. The Smithsonian is a national and world treasure and is dedicated to its founding mission, “the increase and diffusion of knowledge.” Its exhibitions, programs, collections, and outreach touch the lives of millions of Americans every year, as well as many who visit us from abroad.

The Smithsonian Institution offers a competitive salary and a comprehensive package of benefits. This is not a Federal Position, but has similar requirements and benefits. Interested candidates should submit their resumes and a cover letter to oastaffing@si.edu by November 10, 2016. Please include the position title in your e-mail subject line.

*The Smithsonian Institution is an equal opportunity, affirmative action employer. Candidates of all backgrounds are encouraged to apply.*