



MUSEUM OF
CONTEMPORARY ART
CLEVELAND

JOB DESCRIPTION

Museum of Contemporary Art Cleveland (MOCA)

Director of Development

MOCA is a leading force in Northeast Ohio's cultural scene and is recognized nationally and internationally for its presentation of the art and ideas of today. MOCA is currently in a capital campaign for an iconic building in the new Uptown District of UCI which is anticipated to open in 2012. This is a very exciting time to be part of MOCA. The Director of Development, who reports to the Deputy Director for External Affairs and Campaign Director, is responsible for developing and implementing the annual fundraising strategy for individual, foundation, corporate and government sectors. This includes grant writing and sponsorships as well as oversight of the annual benefit. This position is responsible for individual gifts at the donor member levels; general membership is handled by the Asst. Development Director who also manages the database and research. While this position is not responsible for capital campaign fundraising, it will play a key role in patron development as MOCA moves into its new building. MOCA is looking for an experienced fundraiser (5-6 years) with exceptional oral, written and interpersonal skills. Experience running a successful benefit event is essential. Experience with Raiser's Edge as well as experience or interest in visual art is a plus. Please send cover letter, writing sample and resume to Christina Eagleeye-Wilson at cwilson@mocacleveland.org.

Or mail to:
MOCA Cleveland
8501 Carnegie Ave.
Cleveland, OH 44106

No phone calls please

Deadline for applying is June 30.