

WISCONSIN CHAMBER ORCHESTRA

Major Gifts Officer (part-time) | Opportunity Profile | March 2025

Position Summary

Wisconsin Chamber Orchestra (WCO) seeks a part-time Major Gifts Officer to join our dynamic team in stewarding major gifts from individuals and corporations to increase our \$2 million+ contributed revenue budget. This role supports the WCO's overall robust annual philanthropic activities.

Reporting to the Director of Development, the Major Gifts Officer is a champion for the mission and serves as a key contributor in soliciting and closing five- and six- figure level gifts. This position will engage with high-net-worth donors, exhibiting confidence, sensitivity, discretion, and professionalism. Upholding a strong moves management system that ensures team accountability and performance, the Major Gift Officer will grow the organization's base of major and leadership gift prospects and donors.

This individual contributor position is a part-time role with a benefits package available. The WCO is an equal employment opportunity (EEO) agency; all are encouraged to apply.

Benefits

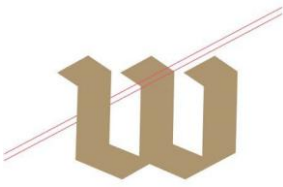
- Part-time position (20–25 hrs/wk)
- Salary range: \$35,000–\$40,000
- Health and dental benefits
- 401k retirement plan
- Paid holidays, vacation, sick time
- Flexible working environment
- Laptop for office use

Responsibilities

- Act as the primary manager for a portfolio of approx. 75 current and prospective donors, guiding them through discovery, cultivation, solicitation, and stewardship.
- Identify, cultivate, solicit, and close major gifts of \$10,000 and greater through both short- and long-term cultivation strategies.
- Support and complement the Director of Development in the overall portfolio of major gifts.
- Steward donors through timely and appropriate private and public recognition, story-based impact reporting, and meaningful engagement opportunities.
- Regularly provide complete and accurate moves management reports that include touchpoint activities, revenue forecasts, data analysis, and other accomplishments.
- Work program and fundraising activities, including Concerts on the Square, as needed throughout the year, including several evening and weekend activities.

Who You Are

- Genuinely and enthusiastically committed to the mission of the Wisconsin Chamber Orchestra
- Highly experienced (5+ years) in closing five- and six- figure gifts for a community-based nonprofit organization
- Skilled in building effective, long-term relationships with new and prospective donors, in addition to success in retaining and upgrading current donors



- Deadline-oriented, both individually and as a collaborative team player
- Highly skilled in interpersonal, written, and verbal communication, including comfort working with high-net-worth individuals
- Experienced with prospect and donor management fundraising software like Tessitura, Salesforce, or Raiser's Edge

Who We Are

No other arts organization in Wisconsin performs free for more people each year.

Founded in 1960, the orchestra is built on a foundation of quality musicianship with top-tier musicians. As a smaller ensemble, we're able to showcase music at an intimate level, providing attendees with a unique experience. Under the direction of Maestro Andrew Sewell, we make classical music accessible to our community from concert halls to Madison's Capitol Square, reaching over 250,000 music lovers annually.

We are driven in our mission to strengthen communities through innovative, high-quality artistic experiences that entertain, inspire, and unite diverse audiences. And we're passionate about creating a sustainable future through our strategic plan.

Our core artistic programs include the four-decade tradition of Concerts on the Square[®], the Masterworks series at the Overture Center for the Arts, annual performances of Handel's *Messiah*, educational programming and concerts for families and children that serve over 2,000 youth each year and performing with local arts groups like Madison Ballet. In 2023, the WCO launched the Composer Collective series with a five-year, five-album project titled *Musical Landscapes in Color* with the goal of expanding the orchestral canon to include new works by living composers of color.

We strive to create a vibrant and inclusive space where music creates a sense of togetherness and connection, and that's why we're relentless about finding new ways to collaborate and partner with local groups in our community.

As a member of the League of American Orchestras, we take our commitment to Diversity, Equity, and Inclusion seriously. Working with Nehemiah, Inc. through the Catalyst Incubator Grant, our goal is to become a cultural ambassador to Madison while creating relationships that allow for authentic conversation, partnerships, and accessibility to musical experiences.

While headquartered in Madison, we believe in extending our mission to communities across Wisconsin when there are opportunities to do so. To learn more visit wcoconcerts.org.

Why Should You Work Here?

We put people first. With an ongoing nod to the history of classical music, we aren't afraid to push forward into the future and new norms while respecting tradition. This is true for our programming as well as our culture among staff, musicians, and volunteers. We know that when we allow our people agency and flexibility in the

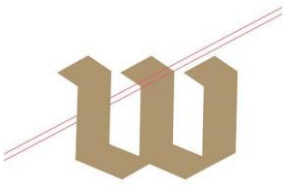
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workplace, we get the best productivity, innovation, and engagement from all members of our team, allowing us to take our work to new heights and have fun along the way. Our passion for the mission and focus on excellence is what sets us apart on stage and in the community and we let the work speak for itself. While we take our work very seriously, we try to not take ourselves too seriously. We create with purpose, we play with intent, and we perform with passion. Why? Because we believe it's possible to inspire a better, inclusive community through music and we want you to be part of that with us.

TO APPLY

[Click here to fill out the online application.](#) Applications received by April 21st, 2025 are ensured full consideration. Applications will be accepted until the position is filled.

If you have questions about the application process or cannot fill out the online application due to a disability or system problem, please contact us at wco@wcoconcerts.org.

