



Job Title: Fundraising Director

Reports To: Executive Director

FLSA Status: Exempt, Salaried

Office Location: 1055 E Mifflin Street, Madison, Wisconsin 53703

Schedule: Full-time (40 hours per week), Monday through Friday between 9:00 am and 6:00 pm, occasional weeknight and weekend hours for special programs and events, Hybrid

Organization Summary

Arts for All Wisconsin, a statewide nonprofit organization based in Madison, was founded in 1985 as Very Special Arts Wisconsin, an affiliate of Very Special Arts International, a program of the John F. Kennedy Center for the Performing Arts. In 2019, we changed our name, but our mission remained the same—to expand the capabilities, confidence, and quality of life for children and adults by providing programs in dance, drama, creative writing, music, and visual art. This mission is realized through arts education programming, curated exhibitions, support for artists, and professional development opportunities throughout Wisconsin. Our staff consists of six full-time administrative staff members located in Madison and twenty part-time Teaching Artists and Choir Directors located throughout Wisconsin. Our Board of Directors maintains fiscal responsibility for the organization and serves as advisors to the Executive Director.

Equal Opportunity Employer Commitment

Arts for All Wisconsin is committed to building a diverse, inclusive, and accessible workplace where people of all backgrounds and abilities feel valued, respected, and supported. We strongly encourage applications from people with disabilities, as well as individuals from other historically underrepresented communities.

Arts for All Wisconsin does not discriminate on the basis of disability, race, color, religion, sex, gender identity or expression, sexual orientation, national origin, age, marital status, veteran status, or any other protected characteristic. We are dedicated to providing reasonable accommodations throughout the application, interview, and employment process. If you require an accommodation at any point, please let us know—we are happy to assist.

Position Summary

The Fundraising Director plays a crucial role in supporting Arts for All Wisconsin's growth and sustainability by leading fundraising initiatives, cultivating donor relationships, and implementing strategic development plans. This individual will collaborate closely with the Executive Director, Managing Director, Board of Directors, and across departments to ensure the organization's financial stability and long-term success.

The ideal candidate has strong communication, writing, administrative, technology, and interpersonal skills. They are confident working independently and collaboratively in an adaptive environment.

Experience and interest in disability services and/or the arts is welcome but not required.

Key Responsibilities

Development

- Develop and execute the organization's annual fundraising plan.
- Create and execute a strategy to secure and maintain a large base of individual donations.
- Manage fundraising database (Little Green Light).
- Track progress toward fundraising goals to report to the Board of Directors.
- Manage online donation platforms and in-kind donation forms.
- With Executive Director and Media Marketing Manager, manage the creation of print and digital materials to support fundraising activities.
- Maintain donor stewardship program, and ensure all donations are acknowledged properly.
- Research, develop, submit, and report on grant applications to foundations, businesses, and governments.
- Assist in the preparation of the fiscal year budget.
- With Executive Director and Media Marketing Manager, create and distribute Annual Report.

Marketing/Communications

- With Executive Director and Media Marketing Manager, craft the organization's story to share with stakeholders.
- Maintain contact with program staff, participants, families, and volunteers to develop meaningful stories for use in grants, newsletters, and other stakeholder communications.
- With Media Marketing Manager, coordinate social media and email donation campaigns.

Board Management

- With Executive Director and Executive Committee, identify prospects for board and committee recruitment.
- With Executive Director, conduct introductory interviews with prospective board and committee members.
- Serve as the staff liaison to the Development Committee, including scheduling meetings, onboarding new committee members, and determining goals with the Committee Chair.

Event Management

- Oversee planning for fundraising events in tandem with community partners.
- Lead fundraising initiatives related to the Creative Power Celebration, including sponsors, guest list, ticketing, in-person donation opportunities, and silent auction.

Qualifications

- Bachelor's degree in a relevant field, or equivalent experience.
- Proven experience in fundraising, donor relations, and grant writing.
- Strong written and verbal communication skills.
- Ability to work independently and collaboratively in a fast-paced environment.
- Familiarity with nonprofit databases and fundraising software.
- A demonstrated commitment to accessibility, inclusion, and equity in the arts.
- Equivalent experience and transferable skills will be considered—please apply if you believe you are a good fit, even if you don't meet every listed qualification.

Physical Requirements and Accessibility

We are committed to providing reasonable accommodations to ensure equal access and success for all employees. The essential functions of this position can be adjusted to support the needs of qualified individuals with disabilities.

- Work takes place in an office environment based in Madison with frequent in-person interactions.
- This role may involve occasional movement of materials up to 25 lbs., but accommodations are available.
- The workplace is wheelchair accessible, and adaptive technology or alternative work arrangements can be provided as needed.

If you require accommodations during the application or interview process, please get in touch with Christina Martin-Wright (608-241-2131 ext. 203 or christina@artsforallwi.org).

Compensation and Benefits

- Salary range: \$65,000 - \$70,000
- Benefits include generous paid time off, 401(k) with match, health insurance, and a technology stipend.
- Professional development and disability inclusion training opportunities are provided.

To Apply

To apply, submit a resume (or equivalent) and cover letter via our online form (www.artsforallwi.org/fundraising-director-application). Questions about this position can be addressed to Christina Martin-Wright via email. Please use “Fundraising Director” in the subject line and send to christina@artsforallwi.org.

Applications are accepted on a rolling basis until the position is filled. Desired start date of March 1, 2026.

We strongly encourage people with disabilities, members of underrepresented communities, and individuals with lived experience of disability inclusion to apply.