



MILWAUKEE PUBLIC LIBRARY FOUNDATION DIRECTOR OF PHILANTHROPY

Milwaukee Public Library (MPL) remains the foremost provider of self-directed lifelong education in our community. Each day, citizens expand their horizons and enrich their lives through the MPL's rich array of informational resources, staff expertise, and community programming developed to help them achieve their goals. Libraries remain the cornerstone of a free and equitable society and no other public institution serves such a broad range of needs for people of every age, income level, ethnicity, lifestyle, and ability.

Why Should You Work With Us? The mission of the Milwaukee Public Library Foundation is to provide essential support through private contributions for books, materials, technology, programs, and facilities to ensure the Milwaukee Public Library's continued standing as a great library responsive to our local community needs. Our success is unquestionably and most certainly rooted in our people.

Why Does This Position Matter? The Director of Philanthropy will lead the MPL Foundation's Individual giving program focused on building, cultivating and preserving valued donor relationships. The right person for this position will understand what is important to individual donors in Wisconsin and will help our team inspire the widest possible audience to celebrate the MPL Foundation as a dynamic public-private partnership, creating significant value for all philanthropic dollars. Major responsibilities include major gift development, traditional and social media marketing, and volunteer management; working directly with the Friends of the Milwaukee Public Library and Foundation Board Committees.

How Will You Grow? We believe in matching our employee's skills to the needs of the Foundation in an effort to maximize the opportunity to contribute to short and long term goals. We continually seek new opportunities for the library's success as well as our own professional growth.

Director of Philanthropy

MPL Foundation seeks an experienced philanthropy professional with a passion for nonprofit excellence. As a member of our senior leadership team, the Director of Philanthropy will create, execute and evaluate all philanthropy strategies with an individual donor-centered philosophy to ensure a diverse and sustainable revenue portfolio to support the library's mission. They will also create and effectively manage the organization's annual communications plan to build a consistent brand and to develop and strengthen relationships with key stakeholders.

Skills Required

- Bachelor's degree, with advanced degree preferred
- Demonstrated ability to build a culture of philanthropy within an organization and to enthusiastically and successfully engage in one-on-one solicitation and ongoing donor stewardship
- 5-10 years' experience in nonprofit management with a successful track record in executing on strategy, setting priorities, managing multiple projects and working effectively under pressure to achieve individual and organizational goals
- Ability to analyze data for evaluation and refinement of plans to achieve desired outcomes
- Excellent verbal and written communication and interpersonal skills, an ability to listen to and balance, negotiate and work with a variety of internal and external stakeholders
- Superior organizational skills and attention to detail
- Experience with Microsoft Office, WordPress, donor databases, web-based applications and use of the internet for research
- Demonstrate flexibility and positive attitude to meet the needs of the organization

Essential Responsibilities

In concert with executive director, staff, and board create a comprehensive individual donor strategy and annual marketing plan that promotes mission achievement and financial sustainability.

Major Gifts

- Maintain a streamlined system for donor, corporate and potential donor records using in-depth understanding of databases, from the conceptual to the tactical
- Create retention and cultivation strategies for all individual donors
- Develop new donor acquisition strategies
- Concept and execute individual giving marketing appeals
- Develop and maintain annual budget as it relates to philanthropy and communications
- Other duties as assigned

Marketing

- Create and manage individual donor communications
- Manage MPL Foundation website
- Develop and manage social media strategy
- Develop and manage digital funding campaigns
- Create and manage annual marketing calendar
- Create sponsor solicitation materials

Donor Recognition

- Individualized donor recognition and cultivation
- Develop and manage stewardship strategies

The Friends of the Milwaukee Public Library Liaison

- Board committee support
- Bookseller manager support
- Docent program management

What Does Our Organization Offer?

- \$60,000-\$80,000 salary range based on experience (with bonus opportunity)
- Hybrid work environment
- Downtown parking
- 401k plan with employer contribution
- Flex spending & pre-tax HSA options
- Employer sponsored health insurance with employer premium contribution
- Group dental, life, and long/short-term disability coverage available
- Generous Paid Time Off & holidays

HOURS: Fulltime hybrid, with some evenings and weekends for event attendance

REPORTS TO: Executive Director, Milwaukee Public Library Foundation

To apply for this position, please submit: resume, cover letter, and salary requirements to Hanna Fogle at HLFogle@mpl.org by Monday, April 18, 2022.

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