

**VSA Indiana  
Position Posting**

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**Position:** Vice President of Development

**Status:** Full-time paid

**Reports to:** President and CEO

**Position Summary:**

Reporting to and in partnership with the President, this position will be responsible for planning and implementing fund raising efforts, particularly as they relate to individual donors, corporate funders/sponsors, and special events.

**Organizational Background:**

VSA Indiana, Inc. (VSAI) is a statewide nonprofit organization that transforms the lives of people with disabilities through the creation of art. The organization was founded in 1980 as Arts Unlimited and is a member of the VSA Affiliate Network, a program of The John F. Kennedy Center for the Performing Arts. Since July 2010, VSAI has been an organization in stabilization and transition mode following significant funding cuts.

**Duties and Responsibilities:**

- Manage all aspects of individual giving program, VSA Friends Society, with primary goal of building our base of individual donors.
- Plan and implement efforts to cultivate corporate funders/sponsors.
- Design and lead implementation of VSAI's annual fund raising plan.
- Manage donor software (eTapestry) and maintenance of donor records.
- Oversee organization and implementation of fund raising special events.
- Work with VSA board members

**Requirements:**

- Bachelor's degree required.
- Minimum of 5 years fund raising experience. Experience with individual donors, special events, and corporate relationships preferred.
- Demonstrated excellence in organizational and communication skills.
- Strong computer literacy skills, including donor software.
- Customer-service and team player orientation skills required.
- Strong work ethic and professional integrity required.
- Optimism and positive energy mandatory.