

Position Title: Director of Development
Job Type: Full-Time, Benefit Eligible
Department: Advancement
Reports To: Chief Advancement Officer (CAO)
Location: Lubbock, Texas

Buddy Holly Hall Center for the Performing Arts

Position Overview:

The Director of Development is a strategic, relationship driven leader responsible for advancing the mission and -longterm- sustainability of Buddy Holly Hall for the Performing Arts and Sciences. This role oversees all fundraising initiatives in partnership with other team members, cultivates meaningful donor, prospect, and community relationships, and builds a comprehensive development program that supports the Hall's artistic, educational, and community-focused- work. The Director of Development serves as a key member of the Advancement team and works closely with the C.A.O., C.E.O, Board of Directors, and community partners to expand philanthropic support.

Essential Duties and Responsibilities:

- **Fundraising Leadership:** Design and execute an annual and multi-year development strategy encompassing annual giving, major gifts, planned giving, and special campaigns directed toward Personal Seat Licenses and Suite Holders, among other priorities.
- **Donor Cultivation & Stewardship:** Build and maintain strong relationships with donors at all levels. Lead personalized engagement efforts, donor recognition programs, and stewardship activities that deepen community investment in BHH. Work collaboratively with the stewardship manager of BHH.
- **Events & Community Engagement:** Partner with internal teams to plan and execute fundraising events, donor receptions, and community engagement opportunities that elevate the Hall's visibility and philanthropic culture.
- **Team Oriented:** Work with Advancement staff, Board of Directors and volunteers. Establish annual fundraising goals, track progress, and ensure accurate reporting and compliance with fundraising best practices.
- **Board Collaboration:** Support the Board of Directors and Development Committee in donor outreach, fundraising strategy, and ambassadorial activities. Provide regular updates on development, performance, and opportunities.

Education and Experience:

- Bachelor's Degree required or equivalent experience.

- 3-5 years of experience in annual and major gifts fundraising.
- Proven success in nonprofit fundraising, preferably within higher education, performing arts, cultural institutions, or related sectors.
- Demonstrated ability to cultivate major donors and secure significant philanthropic contributions.
- Strong communication, storytelling, and relationship-building skills.
- Experience managing and integrating development operations.
- Knowledge of fundraising software, donor databases, and CRM systems (preferably Raiser's Edge).
- A passion for the performing arts and a commitment to the mission of Buddy Holly Hall.

About Buddy Holly Hall:

Buddy Holly Hall Center for the Performing Arts is the premier performing arts center in the Southwest dedicated to providing transformational experiences, exceptional performances, arts education, and community enrichment. The Hall serves as a vibrant hub for creativity in West Texas, hosting world-class productions, local arts organizations, and educational programs that inspire audiences of all ages.

ALL INQUIRIES WILL BE HELD IN CONFIDENCE.

Contact Mike Hutchison, CAO, to apply at:

mikehutchison@buddyhollyhall.org

Please provide:

- 1. A Letter of Interest**
- 2. Resume**