

JOB OPENING

Position Title: Senior Development Officer
Reports to: Director of Development
Status: Full-time, hybrid (at least 3 days per week in office); Exempt

POSITION SUMMARY

Aperture seeks a Senior Development Officer to play a pivotal role in expanding philanthropic support of its mission to create insight, community and understanding through photography.

ABOUT APERTURE

Aperture is a nonprofit publisher that leads conversations around photography worldwide. From its base in New York, Aperture connects global audiences and supports artists through its acclaimed quarterly magazine, books, exhibitions, digital platforms, public programs, limited-edition prints, and awards. Established in 1952 to advance “creative thinking, significantly expressed in words and photographs,” Aperture champions photography’s vital role in nurturing curiosity and encouraging a more just, tolerant society.

POSITION OVERVIEW

The Senior Development Officer is an essential member of the Development team who will drive significant philanthropic support for Aperture through strategic major donor cultivation and solicitation. Reporting to the Director of Development, the Officer will develop and implement a comprehensive major gifts strategy to grow and steward a portfolio of individual donors. The Officer will personally manage relationships with high-level donors who have the capacity to make gifts at the five-, six- and seven-figure levels.

Working in close partnership with the Director of Development, Aperture leadership, and colleagues in other departments as well as the Board, the Officer will play a central role in advancing major initiatives to support ambitious needs for general operating, artistic and educational support.

CORE RESPONSIBILITIES

- Identify, cultivate and solicit a portfolio of approximately 100 donors through strategic relationship building, personalized engagement plans, and timely solicitations; and by nurturing Aperture’s existing donor base.
- Collaborate with the Director of Development to build and maintain a robust pipeline for major gift donors and prospects
- Conduct regular portfolio and pipeline reviews, reports, and analysis, tracking key metrics and progress toward goals in partnership with Director of Development
- Craft compelling proposals, donor correspondence and other fundraising materials

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- Design and implement comprehensive donor stewardship strategies that deepen donor engagement, encourage retention, and identify opportunities for gift upgrades in collaboration with Director of Development and key staff
- Stay current with industry best practices for fundraising and donor relationship management
- Ensure Aperture leaders (senior staff and Board) are effectively prepared to engage and solicit donors
- Regularly attend external art world events to build and steward relationships with donors and prospects

EXPERIENCE

- 5-7 years' experience in nonprofit advancement/major gifts fundraising; experience in cultural institutions a plus
- Demonstrated success personally soliciting and securing five-, six- and seven-figure gifts
- Proven ability to manage donor information with discretion
- Expert written and oral communication skills with the ability to communicate Aperture's mission to a broad audience
- Team player who excels at partnering with colleagues
- Capacity to work evening and occasional weekend events, as well as travel domestically and internationally if warranted
- Proficiency in Salesforce (or comparable CRM) and prospect research tools (DonorSearch or comparable); data-driven approach to portfolio management
- Self-starter who can multitask and prioritize needs/requests
- Strong organization skills
- Bachelor's degree

TO APPLY

Using the link below, please send a resume and thoughtful cover letter in one PDF attachment and describe how your skills and experience meet the qualifications.

[Senior Development Officer Application Form](#)

NO CALLS, PLEASE. Only applicants who meet our requirements for this position will be contacted. If you have any questions, please contact HR@Aperture.org.

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COMPENSATION AND BENEFITS

Aperture will be offering a salary of \$90,000 – \$105,000, depending on experience, along with excellent medical, dental, life, disability, and retirement plan coverage. Our staff also has generous vacation, sick leave, and personal days, access to a variety of cultural institutions, and a creative, professional, and collegial work environment.

Aperture seeks to build a diverse and inclusive workforce and welcomes all applications, regardless of gender, race, sexual orientation, cultural background, disability, age, or religion. Diversity, equity, and inclusion are at the heart of our strategic thinking, and reflected in the selection of artists and writers that we publish, the engagement programs we present, and our ongoing work to diversify our staff and board.