

aperture

380 Columbus Avenue
New York, New York

JOB OPENING

Position Title: Senior Development Officer
Reports to: Director of Development
Status: Full-time (exempt) or Fractional Independent Contractor
Location: Hybrid, New York City

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.

Aperture is preparing to open its new permanent home at 380 Columbus Avenue on the Upper West Side of Manhattan in September—situated across from the American Museum of Natural History and steps from Central Park. Designed by award-winning architecture practice LEVENBETTS, the new 10,000-square-foot space will serve as a hub for public programs, photography installations, a bookstore, and reimagined publishing operations. This opening represents a significant and historic moment for the organization.

ENGAGEMENT OPTIONS

Aperture welcomes applications from candidates interested in either of the following arrangements:

Full-Time Employee (W-2)

- Salaried, exempt position with full benefits (medical, dental, life, disability, retirement)
- Schedule: Full-time hybrid, minimum 3 days per week in Aperture’s New York office
- Portfolio: approximately 100-120 donors
- Salary: \$90,000–\$110,000, depending on experience

Fractional Independent Contractor (1099)

- Professional services retainer; compensation negotiable based on experience and scope
- Schedule: Hybrid, 3 days per week
- Portfolio: approximately 75 donors, with the opportunity to expand

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Candidates should indicate their preferred arrangement in their cover letter. Aperture will evaluate qualifications and fit first; structure is a secondary consideration.

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 execute a comprehensive major gifts strategy to grow and steward a portfolio of individual donors at the five-, six-, and seven-figure levels.

Working in close partnership with the Director of Development, Aperture leadership, and Board members, the Officer will play a central role in advancing major initiatives to support Aperture's general operating, artistic, and educational needs.

CORE RESPONSIBILITIES

- Identify, cultivate, and solicit a portfolio of individual major donors through strategic relationship building, personalized engagement plans, and timely solicitations
- Collaborate with the Director of Development to build and maintain a robust pipeline of major gift donors and prospects
- Conduct regular portfolio and pipeline reviews, tracking key metrics and progress toward goals in partnership with the Director of Development
- Craft compelling proposals, donor correspondence, and other fundraising materials
- Design and implement comprehensive donor stewardship strategies that deepen engagement, encourage retention, and identify opportunities for gift upgrades
- Ensure Aperture leaders (senior staff and Board) are effectively prepared to engage and solicit donors
- Stay current with industry best practices for fundraising and donor relationship management
- Regularly attend external art world events to build and steward relationships with donors and prospects

EXPERIENCE & QUALIFICATIONS

- 5–7 years' direct experience in nonprofit advancement and major gifts fundraising; experience at cultural institutions a plus
- Demonstrated success personally soliciting and securing five-, six-, and seven-figure gifts from individuals
- Proven ability to manage donor information with discretion
- Expert written and oral communication skills; ability to compellingly convey Aperture's mission to a broad audience
- Team player who excels at partnering with colleagues

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- Capacity to work evening and occasional weekend events, as well as domestic and international travel 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 effectively
- Strong organizational 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](#)

Applications will be reviewed on a rolling basis. 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.

COMMITMENT TO EQUITY & INCLUSION

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.