



Chief Philanthropy Officer

Organizational Summary

The Arvada Center for the Arts & Humanities celebrates and elevates the human condition with engaging arts, humanities, education, and entertainment that expand the cultural landscape for everyone. The Arvada Center strives to create and maintain a welcoming environment for all - artists, staff, volunteers, and patrons - that advances the principles of inclusion, diversity, equity, and access (IDEA) that are central to how we work and serve our community.

Position Summary

Reporting to the President & CEO and serving on the Executive Leadership Team, the Chief Philanthropy Officer (CPO) is responsible for managing, overseeing, and ensuring the performance of all fundraising functions at the Arvada Center. This includes ensuring growth, innovation, and sustainability across all fundraising activities while maintaining and enhancing the organization's Mission and Core Values. The CPO will work in partnership with the Chief Financial Officer, Chief Operating Officer, Department Directors, and Board of Directors committees to align fundraising strategies with organizational goals, build strong community relationships, and maximize contributed revenue streams.

Responsibilities

- Provide visionary leadership and strategic direction for all fundraising initiatives, ensuring alignment with the organization's mission and strategic plan
- Oversee the design and execution of comprehensive fundraising campaigns, including annual giving, major gifts, planned giving, corporate sponsorships, foundation grants, and special events
- Lead efforts to identify, cultivate, solicit, and steward donors at all levels, building long-term relationships and driving a culture of philanthropy
- Partner with the President & CEO and Board committees to establish and achieve revenue goals for contributed income
- Work with board members and board committees to support fundraising, donor engagement, and relationship-building efforts. Collaborate with the Engagement and Impact Committee, Board Gala Committee, and other committees as appropriate to provide development updates, identify opportunities for board members to make meaningful connections, and support board participation in fundraising efforts
- Collaborate with program directors to ensure alignment between programming and fundraising strategies, leveraging mission-driven initiatives to maximize contributions and impact
- Lead the planning and execution of high-profile donor and community events, ensuring alignment with the organization's mission and goals
- Develop and oversee budgets for development functions, ensuring sound financial management and return on investment
- Ensure that Inclusion, Diversity, Equity, and Access (IDEA) principles are embedded in all philanthropic strategies and initiatives
- Supervise and mentor a team of fundraising professionals, providing guidance, support, and opportunities for professional development

- Utilize data and analytics to assess the effectiveness of fundraising strategies, identify opportunities for improvement, and communicate results to stakeholders
- Represent the Arvada Center at community events, serving as a key ambassador to promote the organization and build relationships with diverse stakeholders
- Other reasonable duties as assigned

Skills and Competencies

- 10+ years of senior leadership experience in fundraising, marketing, or related fields, preferably within a nonprofit cultural arts organization
- Proven track record of achieving ambitious fundraising goals, with expertise in donor cultivation, solicitation, and stewardship
- Strong commitment to the Arvada Center's mission, vision, and values with an emphasis on Inclusion, Diversity, Equity, and Access
- Exceptional strategic and analytic skills, including long-term planning and data-driven decision-making
- Outstanding communication and relationship-building abilities, with experience engaging diverse internal and external stakeholders
- Ability to balance visionary leadership with attention to operational details and day-to-day execution
- Demonstrated ethics, integrity, and a commitment to fostering a culture of transparency and accountability
- Proficiency with fundraising and marketing tools, including donor management systems and digital marketing platforms
- Ability to inspire and motivate teams, fostering collaboration and innovation

Compensation

This is a full-time, exempt position earning an annualized salary range of \$157,000-162,000 in addition to a benefit package including health, dental, vision insurance plans, term life and accident policies, 401 (k) retirement plan, flexible spending plan, paid time off, and more.

The Arvada Center for the Arts and Humanities is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment. We do not discriminate against applicants or employees based on age, race, sex, color, religion, sexual orientation, gender identity, national origin, genetic information, disability, or any other status protected by state or local law. Candidates from traditionally marginalized communities are especially encouraged to apply.

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.

Application Instructions

Send an email with resume and cover letter as PDF to jobs@arvadacenter.org with the job title in the subject line.

*Applications accepted until 9/15/2026