

THE **CHAMBER**
ORCHESTRA
OF THE **TRIANGLE**

Director of Development Position Announcement

May 15, 2025

To apply, please click [HERE](#).

Salary: \$90,000 - \$100,000

**Applications requested by June 15, 2025
and accepted until the position is filled.**

The Opportunity

The Chamber Orchestra of the Triangle (COT), a nonprofit based in Durham, North Carolina, seeks a dynamic, mission-driven, experienced leader with a proven track record as its first Director of Development. The organization is at an important inflection point and well-positioned for growth. This is an exciting opportunity for a seasoned professional to lead fundraising efforts that will support The COT's expansion in response to increasing visibility, strong partnerships, and a growing need for arts education programs. The Director will be passionate about the arts, team-oriented, and capable of setting a strategic direction for fundraising and carrying out and expanding the organization's fundraising and outreach efforts. These efforts include major gifts, corporate and government grants, special events, and annual fundraising. The organization has launched an ambitious \$5 million endowment campaign, which is already nearing the \$2 million mark. It seeks a Director who will play a leadership role in the strategic planning and execution of this exciting endeavor. The Director will work in partnership with the Artistic Director & CEO and the Board in carrying out these efforts.



The Organization

Renowned for its artistic excellence, remarkable versatility of musical styles, and adventurous programming, The COT is a dynamic orchestral ensemble of 40+ musicians hailing from all parts of North Carolina. Led by Principal Conductor & CEO Niccoló Muti, The COT often features classical music's foremost up-and-coming talents. Today, it is considered one of the finest professional ensembles in North Carolina and the Southeast.

The COT's foremost objective is to present performances of extraordinary quality, including works rarely performed. A core goal of the orchestra is to create performance and educational opportunities for some of the nation's most talented emerging musicians. The COT began as St. Stephen's Chamber Orchestra in 1982 and became a nonprofit organization in 1988 under the direction of Lorenzo Muti.

The Signature Series is the centerpiece of The COT's programmatic offerings, currently featuring seven distinct programs each season. Signature Series events take place at various venues in Durham, with the majority being held at the Carolina Theatre. Since its most recent strategic planning initiative in 2019, The COT has put an emphasis on growing and broadening its community engagement and educational programming. To this point, two new series have been established since 2019 with the UpClose Chamber Music Series and the BEERthoven Series.

Also, a product of The COT's 2019 strategic planning, The COT's String Quartet-in-Residence (SQR), is responsible for leading the string sections of the orchestra, curating the UpClose Series, and partaking in approximately 40 community engagement and educational activities in the Durham and greater Triangle communities each season. The COT's current SQRs are the Verona Quartet and Balourdet Quartet.

Building off the work accomplished from the first phase of the Strategic Plan, The COT moved into phase two of the strategic plan in 2023 with the creation of the Durham Fellowships. These offer full-time employment and professional development to four post-graduate musicians for up to three years. The Durham Fellowship consequently allowed for The COT to build out its Education programming, hiring its first-ever Education and Community Engagement Coordinator, and creating the DaCapo program, which annually engages more than 800 third graders in Durham and Orange counties.

Financial support for the \$1.1 million organization comes primarily from individuals; grants from various foundations and institutions, including Duke Cancer, Duke Medicine, the Mary Duke Biddle Foundation, Thomas S. Kenan III Foundations, Bydale Foundation, and Fletcher Foundation; and The COT's endowment. The COT is led by an active and engaged 19-member Board of Directors comprised of dedicated volunteers passionate about the future of classical music and musicians. You can learn more about The COT at their website: <https://chamberorchestraofthetriangle.org/>



The Position

As a senior member of The COT team, reporting to the Artistic Director & CEO, the Director of Development will be responsible for planning and implementing the organization's resource development strategies, leading donor engagement, conducting donor research, facilitating stewardship, and assisting with Board development and engagement. This is a dynamic role that collaborates with the Board, vendors, partners, team, and current and future donors. The Director plays a key role in ensuring The COT has the resources required to deliver a successful client experience, including annual operational revenue to produce a season of performances and educational programming, as well as endowment funds. The Director will track and communicate outcomes and progress regularly to the team and Board.

The Director of Development should be able to switch between high-level strategic planning and contributing to the day-to-day tasks required of a performing arts nonprofit staff. The ideal individual will build rapport with foundations, corporations, and individual donors and investors who align with The COT's vision and values and will strategically work to broaden the community connected to the Orchestra.

This position is on-site Monday through Thursday, with the ability to work events on evenings and weekends.

The Location


Durham, North Carolina, known as the "Bull City" and the "City of Medicine," is a vibrant and rapidly growing city in the heart of the Research Triangle region. With a population exceeding 300,000, Durham is renowned for its rich history, diverse culture, and strong academic and medical institutions. Home to Duke University and North Carolina Central University, the city boasts a thriving educational landscape. The Research Triangle Park, one of the largest research parks in the world, anchors Durham's reputation as a hub for innovation in technology, biotechnology, and pharmaceuticals. A Southern cultural hub, Durham offers a dynamic arts scene, highlighted by venues like the Durham Performing Arts Center, and the eclectic galleries and studios in the Golden Belt District. The city pulses with artistic energy. Food is a culture in Durham with a culinary landscape that has garnered national attention. Whether you're drawn to its academic excellence, medical advancements, or cultural vibrancy, Durham stands as a testament to progress and community spirit.



Core Responsibilities

The Director of Development will work with the Artistic Director & CEO and organizational leadership to cultivate and implement a comprehensive development strategy to include individual, foundation, corporate, and government funding sources with a focus on:

Donor Cultivation/Stewardship

- Assume leadership in the cultivation and solicitation of individual donors, foundations, and corporations/businesses; and build strong, positive relationships for the organization;
 - Support the stewardship of existing funders by working closely with Board members who have established relationships; ensure existing donors' continued/growing support and build trusting relationships with them over time;
 - As a part of the individual donor program, manage a portfolio of major gift donors (\$2,500+), developing and implementing individual stewardship plans;
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- Evaluate and develop new annual fund strategies to achieve a growing, consistent base of support;
 - Develop and ensure implementation of donor programs and manage recognition benefits to ensure timely and accurate fulfillment;
 - Develop engagement strategies to deepen donor commitment and increase giving;
 - Meet long-term Campaign philanthropic goals (\$5 million+ for endowment over five years) in addition to annual operating revenue;
 - Coordinate clear and consistent stewardship plans for each Campaign donor.

Foundations and Grants

- Establish, maintain, and nurture relationships with foundation representatives to ensure ongoing support from existing partners and create new partnership opportunities;
- Oversee the development of robust grants calendar and ensure timely submission of proposals;
- Support grant development with prospect research;
- Provide guidance in grant development for government submissions;
- Contribute to the ongoing maintenance of grant boilerplate language and grant attachments; and identify the strategic, programmatic, and tactical needs that may be appropriate for grant support;
- Oversee the development of programs and proposals for submission to potential grantors, including corporate and family foundations;
- Collaborate with grant writer(s) to ensure a seamless grant process.

Leadership and Community Relations

- Represent and promote The COT, its mission, programming, and ideals in community and partner events; and
- Serve as the key staff member on the Development Committee, partnering with Board-level committee members to set fundraising priorities and strategies and providing regular reports at Board meetings.



Required Attributes, Skills, and Qualifications

The Director of Development must share a passion for the arts and for fostering the growth of the next generation of artists. In addition, they should possess a variety of attributes, including the following:

Education and Experience

- 4-year college degree or equivalent professional experience required. A degree in a related field (e.g. Marketing, Business, Nonprofit Management, Philanthropy, Humanities, Fine Arts, Social Sciences, etc.) is an asset.
- 5+ years of previous major donor development/marketing/communications/sales experience required with increasing levels of responsibility.
- Demonstrated success in creating and implementing fundraising strategies that utilize contemporary digital tools and platforms.
- Proficiency with social media platforms and Google Workspace.
- Passion for classical music preferred.

Additional Preferred Qualifications

- A growth-oriented individual with the skills and drive to grow The COT's revenue into the future.
- Experience supporting Board activities related to the development function.
- Demonstrated success in securing major gifts, including cultivation through solicitation and stewardship, and experience in annual giving strategies.
- A thoughtful and innovative leader skilled in integrating modern advancement-related functions such as relationship-driven fundraising strategies.
- Excellent written and verbal communication and persuasion skills, with ability to present effectively internally and externally to colleagues, in addition to patrons, donors, and volunteers.
- Respectful and insightful consensus-building.
- Ability to pivot in a fluid environment with a high tolerance for flexibility and change.
- Demonstrated ability to extract, analyze, and present data to support quality decision-making.

Schedule and Location

- Full-time, salaried position expected 40+ hours per week.
- Hours are 9:00 am - 5:00 pm, Monday - Thursday, plus attendance at concerts and events as necessary.
- Ability to accommodate early-morning or after-hours meetings due to donor schedules.
- The COT offices are located in downtown Durham at the American Tobacco Campus.
- ADA-compliant office setting.
- Regular local travel is required; one must have a clean driving record and the ability to drive personal vehicle for work-related activities.
- In-person position.

Compensation

The COT is committed to attracting an extraordinary leader for this position through a compensation package that includes a competitive salary in the range of \$90,000 - \$100,000 and a generous employee benefits package that includes health, dental, and vision benefits, paid holidays, and extensive paid time off.

Equal Opportunity Employer Statement

The COT is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender, gender expression, gender identity, genetic information, race, national origin, religion, sex, sexual orientation, status as a protected veteran, or any other identities protected by law.

To Apply: Please submit a cover letter and resume by June 15, 2025, by applying [HERE](#). Applications will be accepted until the position is filled.

Questions: COTsearch@mossandross.com

The Chamber Orchestra of the Triangle

PO Box 2914

Durham, NC 27715

<https://chamberorchestraofthetriangle.org>