



CHIEF PHILANTHROPY OFFICER  
[SAN JOSÉ MUSEUM OF ART](#)  
San José, California

## SAN JOSE MUSEUM OF ART

The Aspen Leadership Group is proud to partner with San José Museum of Art in the search for a Chief Philanthropy Officer.

The Chief Philanthropy Officer will oversee San José Museum of Art's fund development, membership, legacy giving, and facility rental programs and the achievement of related revenue goals, leading all fund development endeavors in alignment with the Museum's strategic plan, institutional values, and commitment to equity. The Chief Philanthropy Officer will work closely with the Oshman Executive Director and the Board of Trustees to develop and implement a comprehensive multi-year fundraising plan for individual, institutional, and corporate giving that increases revenues and expands the Museum's donor base while managing the day-to-day operations of the development department and motivating the team towards ambitious fundraising goals.

Founded in 1969 by artists and community leaders, the San José Museum of Art (SJMA) is the premier modern and contemporary art museum in Silicon Valley. Its dynamic program, which balances socially relevant traveling exhibitions with critically engaging shows drawn from a collection of 2,600+ works, resonates with defining characteristics of San José and the Silicon Valley—from its rich diversity to its hallmark innovative ethos. Projects touch on timely topics from migration and identity to artificial intelligence and include significant original and touring exhibitions by both nationally and internationally acclaimed artists (Rina Banerjee; Dinh Q. Lê) and emerging and under-recognized practitioners (Woody DeOthello; Sonya Rapoport). Exhibitions such as *Barring Freedom* and *Visualizing Abolition*, organized in partnership with the University of California at Santa Cruz, announce a growing commitment to social justice and university partnership. The Museum's collection plan prioritizes community relevance and public access, and places particular priority on acquiring works that reflect the cultural heritages and lived experiences of the community.

The goal of *becoming a borderless museum, essential to creative life in San José and the Silicon Valley* inspires the community impact work of SJMA. The Museum has a publicly stated commitment to ensure that the majority of artists on view in any given season are women or artists of color and works to eliminate barriers to access by offering weekend and evening hours, eliminating admission fees for students and teachers, and providing exhibition didactics in English, Spanish, and Vietnamese—the three official languages of San José. The Museum is the largest provider of in-school arts education in Santa Clara County and the first art museum experience for countless students in the South Bay. An extensive free in-school docent program introduces students to inquiry-based visual analysis and provides all participants with family passes to visit the Museum. The Museum's extensive field trip program and multi-week standards-based classroom residencies are offered to Title I students for free. Each summer on-site summer art camp offers standards-based arts instruction infused with cross curricular subject matter and introduces students to concepts of exhibition design and curatorial practice, including virtual studio visits with permanent collection artists—an annual highlight.

SJMA is proud to have an audience that supports its strong commitment to lifting historically underrecognized voices and stories. A recent survey of SJMA audiences, conducted as part of “Culture Track,” a nation-wide study of cultural behavior, found that audiences were looking to cultural institutions like SJMA to provide “moments of beauty and joy” and to “bring people of different backgrounds together” after a year where they increasingly missed “feeling connection with others” and “creativity.” Now reopened with expanded evening hours, SJMA is committed to responding to this need with innovative presentations of its permanent collection, creative partnerships with organizations including San José State University, the City of San José, Chopsticks Alley, and San José Jazz, and “borderless” projects that spill beyond the walls of the Museum support the rebuilding of public life in downtown San José. Through other programming, like *First Fridays*, and through three free community days offered each year in celebration of Dia de los Muertos, Lunar New Year, and Maker Day, the SJMA provides access to, and highlights stories from, the diverse communities that are part of San José. In creating space for this important work, the San José Museum of Art continues to build a more equitable region that celebrates its racial, ethnic, and linguistic diversity.

### **REPORTING RELATIONSHIPS**

The Chief Philanthropy Officer will report to the Oshman Executive Director, Susan Sayre Batton and serve as a member of the Executive Management Team, which includes the Executive Director, Deputy Director, and Chief Financial Officer. The Chief Philanthropy Officer will supervise the Senior Philanthropy Officer, Development and Grants Officer, Membership Manager, Development Events Manager, and the Development and Membership Coordinator, and has a dotted line to the Deputy Director, who oversees institutional and government giving and strategy.

### **FROM THE OSHMAN EXECUTIVE DIRECTOR**

*Thank you for considering the position of Chief Philanthropy Officer at San José Museum of Art. We are a contemporary art museum dedicated to inclusivity, new thinking, and visionary ideas. Emerging with strength from the pandemic with a dedicated Board of Trustees and talented staff, we expanded a far-reaching creative presence throughout Silicon Valley and beyond, by creating innovative programs prioritizing community relevance. Our Board, Development Committee, development staff, and dedicated donors work together to support our groundbreaking exhibitions as well as lifelong learning for school children and their educators, multigenerational families, creative adults, university students and faculty, and community groups.*

*We are looking for a Chief Philanthropy Officer who will serve as the architect of the Museum’s ambitious expanding fundraising goals as we launch our new strategic plan renewal this fall. Our well-honed stewardship and membership programs will benefit from new vision to increase the individuals, foundations, corporations, and partners looking to grow their connection to the Museum at this exciting time. Personally, I am looking for a strategic thinker to join the Executive Management Team and lead this nimble contemporary art museum. With this Chief Philanthropy Officer, I know that we can accomplish great things in support of the new strategic directions and sustainability over time, and you should know you will be poised to make a tremendous difference to the Museum and our vibrant collaborators and supporters. I eagerly await the opportunity to welcome this new member of our team.*

—Susan Sayre Batton, Oshman Executive Director

## **SAN JOSÉ MUSEUM OF ART'S COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND ANTI-RACISM**

San José Museum of Art believes in the power of radical imagination and the role art can play in bringing communities and people together for the benefit of all. As a public art museum in the heart of a racially, ethnically, and linguistically diverse community, SJMA embraces its role in telling stories and creating experiences that nurture a sense of belonging and value and that contribute to the creation of a more vibrant multiracial society.

SJMA aspires for deep learning, practice, and implementation of the principles and strategies of equity, inclusion, empathy, and diversity. As a cultural institution aiming to create welcoming, borderless spaces, it devotes particular attention to reducing inequities and barriers to access for historically and culturally underrepresented, misrepresented, or negatively impacted communities. The Museum supports these ideals, both internally and externally, by building an equitable and inclusive workplace, lifting underrepresented voices and stories through its exhibitions, education, and public programs, and embedding inclusive practices into its education programs and community partnerships.

The Museum's cross-departmental Equity Task Force is the lead design and strategy body that supports the Museum in integrating a collaborative, anti-oppressive lens in its work. This includes, but is not limited to, dynamics of race, class, sexuality, gender expression and identity, immigration, ability and disability, and language. The Equity Task Force helps ensure that the Museum's ideals are actively pursued through an intentional and continual process that seeks to address implicit biases, to eliminate inequitable practices, and to foster a collaborative internal and external culture rooted in the values of humility, dignity, and respect for all.

### **PRIMARY RESPONSIBILITIES**

The Chief Philanthropy Officer (CPO) will bring a strong track record of partnering with executives, Trustees, and volunteers to build a vibrant and welcoming culture of philanthropy among internal and external stakeholders at all levels. Building upon the momentum of FY22's fundraising success moving into an ambitious FY23 exhibitions program with increased public hours, the CPO will set the Museum's advancement strategy with the Oshman Executive Director and Deputy Director and develop short- and long-term strategies in the areas of annual giving, multi-year pledge campaigns, planned giving, gala sponsorship and fund-a-need, private events, membership, rentals, and endowment building.

The CPO also partners closely with the Board-appointed Development Committee Chair, Development and Gala Committee members, Corporate Leadership Council, Patron Council, and Legacy Giving Society Chair to leverage the networks and skill sets of this talented and devoted base of volunteers. As the Museum thrives through internal collaboration, the CPO serves as an active team player across all departments and is a dedicated manager and mentor to a passionate team of six development, membership, and special events staff.

Responsible for achieving at least \$5.4M of SJMA's \$6.3M annual operating revenue, the CPO also helps to raise an additional \$2M+ in restricted revenue for the future fiscal year and will identify and secure an additional \$500k in new donors. In FY23, the CPO will partner closely with the Executive Director and Board President to launch a multi-year fundraising campaign, securing long-term commitments from Trustees and major stakeholders to fund the essential operations and strategic initiatives of a newly refreshed 5-year strategic plan. This position actively maintains a personal portfolio of ~120 of Museum's most generous individual and ~40 corporate donors.

The CPO embodies SJMA's mission and serves as a champion for the Museums' values, vision, and commitment to equity. They will identify fundraising needs in relation to existing programs, actively pursue new sources of funding, participate in Board development and stewardship—and maintain a lively, empathetic, and engaging presence at Museum events. They also work closely with the Chief Financial Officer to develop contributed revenue budgets, produce contribution forecasts, and set project fundraising goals. With the Deputy Director, they help craft institutional language such as case making, and they actively oversee and edit grant applications for corporate and family foundations.

The CPO leads the active Development Department cultivation events throughout the year including the Gala + Auction held outdoors in the Circle of Palms every September, which raises 20% of contributed revenue; the Council of 100 Dinner welcoming patron members with a prominent guest artist speaker; the annual ArtPick presentation by curators for acquisitions; Curators' Workshops; and a patron travel program that includes an annual Northern California day trip, one national 4-day trip to an art center; and bi-annual international travel excursions.

The CPO manages Development Committee meetings with the Development and Grants Officer, oversees the membership program to meet revenue goals and increase membership support, and oversees the facility rental program to increase revenue goals post-COVID, cultivate clients, and fully integrate the program into overarching fund development strategies.

The CPO supervises, evaluates, and motivates development staff to maintain and mentor this high achieving team, manages the development department's annual budget as well as monthly and long-term financial projections, is astute on current knowledge of financial practices and regulations related to development best practices and fundraising trends, and recommends new, innovative strategies for change.

## LEADERSHIP

### **Susan Sayre Batton**

#### **Oshman Executive Director**

Joining SJMA in 2015, Batton works in conjunction with a dedicated Board and curatorial and advancement teams in overseeing San José Museum of Art's organizational development and strategy, curatorial programs, financial operations, and staff. Taking a leadership role in stewarding SJMA's mission and growing its visibility both locally and beyond, she expands SJMA's position as one of the leading contemporary art institutions in the Bay Area in dialogue with California and national partners. Her previous museum leadership positions focused on community engagement and effective organizational change, resulting in measurable outcomes. In New York, she was director of Dia Beacon, the museum of Dia Art Foundation in the Hudson Valley from 2010-2015 and presented at TEDxLongDock on the economic impact of arts and culture. She served as acting deputy director at the Hammer Museum, Los Angeles, and previously as deputy director at the Honolulu Museum of Art, directing strategic planning and managing groundbreaking exhibitions that traveled internationally. Batton earned her B.F.A., Studio Art from Denison University and completed postgraduate studies in the Visual Arts Program at Princeton University. Active in grant panels and juries nationally, she serves on the Advisory Boards of the Marignoli di Montecorona Foundation in Spoleto, Italy, and the Search for Extraterrestrial Intelligence (SETI) Artists in Residence, Mountain View, CA.

### **Lauren Schell Dickens**

#### **Senior Curator**

At SJMA since 2016, Dickens has organized exhibitions including *Our whole, unruly selves* (2021), *Undersoul: Jay DeFeo* (2019), *With Drawn Arms: Glenn Kaino and Tommie Smith* (2019), *Other Walks, Other Lines* (2018), and *The House Imaginary* (2018). She created projects and solo exhibitions with Diana

Al-Hadid, Sofia Cordova, Woody de Othello, Brendan Fernandes, and Lara Schnitger, among others, and co-organized the major survey of *Rina Banerjee: Make Me a Summary of the World* (2019), which toured nationally. She is working on upcoming projects with Kelly Akashi and Sky Hopinka. Prior to SJMA, Dickens held curatorial positions at the National Gallery of Art and Corcoran Gallery of Art in Washington D.C. She received her B.A. from Yale University and her M.A. from Columbia University. Her public project with The Propeller Group and El Mac was awarded the 2018 Creative Impact Award by the city of San José. She is a 2019 Warhol Curatorial Research Fellow and recipient of the Fellows of Contemporary Art 2022 Curators Award.

### **Karen Rapp**

#### **Deputy Director**

Rapp oversees education and community outreach and works closely with the Executive Director on key initiatives including college and university outreach, equity and inclusion, and strategic planning. Rapp started in 2013 at SJMA as grants officer and held positions of increasing responsibility as Director of Grants and Special Project Funding and later as Assistant Director, Strategic Initiatives. She is instrumental in securing major national grants from the Mellon Foundation, the Institute for Museum and Library Services, the National Endowment for the Arts, the John S. and James L. Knight Foundation, the Luce Foundation and the Andy Warhol Foundation. Prior to working at SJMA, she taught Modern and Contemporary Art History at numerous Bay Area universities and held curatorial positions at SFMoMA and Rice University Art Gallery. She holds a PhD in Art History from Stanford University and a B.A. in American Studies from Northwestern University.

## **PREFERRED COMPETENCIES AND QUALIFICATIONS**

San José Museum of Art seeks a Chief Philanthropy Officer with a commitment to its revised mission:

The San José Museum of Art nurtures empathy and connection by engaging communities with socially relevant contemporary art.

San José Museum of Art seeks a candidate with

- a strong track record of cultivating, soliciting, closing, and stewarding donors at the five- and six-figure gift level, proven through success in building enduring relationships and securing new individual and corporate sponsors;
- extensive knowledge of fundraising principles and strategies that span multi-year individual giving, corporate outreach, donations and grants, membership, annual appeals, planned giving and events, and experience with capital and endowment campaigns and art gifts preferred;
- excellent management and administrative skills, including a track record of managing a development team and inspiring steady and successful performance, as well as successful cross-departmental collaboration;
- strong familiarity with the philanthropic and arts communities;
- experience working with nonprofit boards, committees, and donors;
- excellent writing ability, proven through demonstrated success writing grants, proposals, case-making collateral and/or membership appeals;
- excellent verbal communication skills, public speaking experience, sound judgment, and the ability to effectively and professionally represent SJMA to potential donors and external organizations;
- financial literacy demonstrated through a strong understanding of budgets and finance, including restricted and unrestricted funds;
- competence with Microsoft 365 products and project management software, including knowledge of CRM (Blackbaud/Altru, preferred);

- an ability to work with discretion, diplomacy, and tact; and
- excellent problem-solving, time-management, and multitasking skills as well as an organized and detail-oriented approach.

A bachelor's degree is required for this position as is at least 10 years of increasingly responsible development experience.

### **SALARY & BENEFITS**

San José Museum of Art offers a competitive salary and a comprehensive package of benefits.

### **LOCATION**

This position is located in San José, California.

### **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and resume. ***Cover letters should be responsive to the mission of San José Museum of Art as well as the responsibilities and qualifications stated in the position prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

SJMA is an equal opportunity employer. The Museum seeks talented people of all backgrounds—it values diversity of cultures, races and ethnicities, gender expressions, and abilities. Candidates who are BIPOC, LGBTQ+, bilingual or multilingual, and people with disabilities are encouraged to apply.

*To apply for this position, visit:*

*[Chief Philanthropy Officer, San José Museum of Art.](#)*

*To nominate a candidate, please contact Anne Johnson, [annejohnson@aspenleadershipgroup.com](mailto:annejohnson@aspenleadershipgroup.com).*

*All inquiries will be held in confidence.*