



DIRECTOR OF ADVANCEMENT
ASIAN CULTURAL COUNCIL
New York, New York
[Asian Cultural Council](#)



The Aspen Leadership Group is proud to partner with the Asian Cultural Council in the search for a Director of Advancement.

The Asian Cultural Council (ACC) seeks an experienced development leader to expand its current fundraising capacity both annually and towards its recently initiated \$20 million capital campaign. The Director of Advancement is a member of the senior team and will be responsible for managing the annual fund and the multi-year fundraising campaign.

The mission of the Asian Cultural Council is to advance international dialogue, understanding, and respect through cultural exchange activities in Asia and the United States to create a more harmonious and peaceful world.

Since its inception in 1963, the Asian Cultural Council has operated a program of long-term, immersive fellowships and shorter-term grants for individual artists, scholars, and arts professionals who wish to pursue specialized training not available in their home countries; find new creative inspiration through travel, research, and exploration; or pursue targeted research projects aligned with ACC's mission of advancing international understanding. Toward this goal, ACC's first priority in all grant areas is to support activities that involve cultural immersion; meaningful cross-cultural engagement; and relationship-building, collaboration, or exchange of best practices among peers. By combining funding with mentoring and personal introductions, ACC's program facilitates relationships that deepen cross-cultural ties beyond the duration of the grant. ACC maintains close connections with many past grant recipients throughout Asia and the U.S. and creates ongoing opportunities for engagement within the alumni community. The signature feature of ACC's program is access to this international network of alumni and other partners – a community of institutional leaders, as well as emerging and established practitioners who help advise current grant recipients and inform ACC's programmatic strategies

To date, ACC has enabled over five decades of cross-cultural engagement and nearly 6,000 exchanges across 16 disciplines and 26 countries. The Asian Cultural Council is both a grant-making and grant-seeking organization, raising funds from corporate, foundation, and individual donors in both the United States and Asia. ACC is also an active convener of arts leaders in Asia and the U.S., organizing opportunities for cross-disciplinary dialogue around the imperative of cultural exchange to develop understanding and respect.

The reach of the Asian Cultural Council extends across the globe with staff working in New York, Hong Kong, Manila, Taipei, and Tokyo. ACC's impact is expressed most eloquently and most powerfully in the legacy and future promise of its alumni and their exceptional capacity to connect people and cultures in transformative ways.

REPORTING RELATIONSHIPS

The Director of Advancement will report to the Executive Director and work closely with the Board of Trustees.

PRINCIPAL OPPORTUNITIES

The Asian Cultural Council is looking to the future. Building on its 56-year long history and its \$100 million investment in international cultural exchange, ACC is inspired and dedicated to advancing its mission of creating a more inter-connected and harmonious world.

Headquartered in New York City, with affiliate offices supported by local ACC foundations and patron groups in Tokyo, Hong Kong, Taipei, and Manila, ACC is a global, mission-driven non-profit led by an international, activated board of philanthropic leaders. In addition to increasing fellowship and international travel opportunities for individual artists and scholars working in over 16 different artistic disciplines, ACC aims to raise its profile and further develop its public programs. Engaging nearly 6,000 individual and institutional alumni, ACC is committed to identifying and investing in the next generation of arts and cultural leaders in Asia and the United States.

In 2023, ACC will celebrate its 60th anniversary and decades of global impact. In advance of this milestone, ACC has launched a capital campaign to grow its \$30 million endowment to \$50 million. To help guide ACC during this pivotal moment in its evolution and growth, ACC seeks a dynamic, passionate, resourceful Director of Advancement ACC would be the ideal opportunity for a positive, exceptional communicator and expert relationship-builder who would thrive in an organization that prides itself on having a dedicated, creative, open-minded, and supportive culture and a board and staff of game-changers.

ACC looks forward to welcoming a new leader as it works to achieve the success of the campaign, create and drive new fundraising initiatives and programs, and contribute to achieving the vision of this transformational organization.

PRIMARY RESPONSIBILITIES

The Director of Advancement will

- in consultation with the Executive Director and the Campaign and Development Committees, develop the fundraising strategy, build and maintain the donor prospect list, and guide the committee members and others to work efficiently and effectively to identify, cultivate, solicit, and steward prospective donors;
- develop and direct targeted and customized cultivation plans, solicitation strategies, and follow-up for individual, corporate, and foundation giving initiatives;
- participate as needed in major gift solicitations;
- develop the campaign case (building upon a recently completed strategic study), create the portfolio of gift opportunities, and develop both the annual fund and the campaign's marketing materials;
- develop and manage the calendars for completing the campaign's first internal quiet phase in 2019-2020 and the subsequent phases of the campaign;
- organize and monitor all donor solicitor assignments and follow-ups;

- create agendas and, with the Executive Director, help manage Campaign Committee and Development Committee meetings;
- prepare briefing reports on prospects for the Executive Director and donor solicitors;
- develop and oversee donor cultivation and recognition events;
- manage and track all donations and prepare quarterly reporting for the Executive Director and Campaign Committee; and
- manage all donor correspondence including pledge forms, acknowledgement letters, and pledge payment reminders.

KEY COLLEAGUES



Wendy O'Neill
Chairman

Wendy O'Neill is Chairman of the Asian Cultural Council where she has been a trustee since 2009, and Chairman of the Rockefeller Philanthropic Advisors where she has been a trustee since 2010. She is also Chairman-designate of the China Medical Board where she has been a trustee since 2006. She served as a trustee of the Rockefeller Brothers' Fund between 2005 and 2014, and was a member of American Women's Association of Hong Kong's Charitable Donations Committee between 2001-09 serving as its Chairman for three years. She received an A.B. from Harvard and Radcliffe Colleges in East Asian Studies and a M.A. from UCLA in History

with a specialty in Chinese History. She has worked in China trade as well as investment and was the first foreign intern at China International Trust & Investment Company.



Ruby Shang
Co-Chair (Capital Campaign Committee)
Co-Chair (Development Committee)
Member (Governance and Nominating Committee)

Ruby Shang was a Senior Manager at the Clinton Foundation from 2003- 2015, establishing the Health Access Initiative in seven countries and the Climate Change Initiative in eleven cities. She first implemented the Clinton Health Access Initiative in China as Country Director. She assisted the Chinese Ministry of Health in successfully implementing a national care and treatment program for HIV/AIDS, focusing on Yunnan province and the Xinjiang Special Autonomous Region.

Subsequently, she was responsible for starting up the Clinton Health Access Initiative in Cambodia, Laos, Thailand, Vietnam, Indonesia, and Papua New Guinea as Regional Director for Southeast Asia. In 2008, Ms. Shang assumed additional responsibility for the Clinton Climate Initiative in China, Japan, Korea, as well as Southeast Asia, implementing sustainable Energy Efficiency Programs for Building Retrofit and Solid Waste with the eleven city governments, as well as Forestry programs with the National Forestry Ministries in Cambodia and Indonesia. From 2014-2015 she became a Senior Advisor to the overall foundation. Ms. Shang was a member of Brown University President's Leadership Council and their Asia Advisory Council, Chair of the New York State Council of the Arts Dance Panel, a member of the Board of Governors of the New York Foundation for the Arts, and the Board of Governors of the American Chamber of Commerce in Hanoi. She is currently on the Boards of the Bill T. Jones/Arnie Zane Dance Company, and Chairs the Board of the Asia Pacific Leaders' Malaria Alliance. Ms. Shang was a recipient of an Asian Cultural Council grant in 1984 and 1987. She received a B.A. from Brown University.



Miho Walsh
Executive Director

Miho Walsh has worked for 24 years in cultural and educational exchange, first at the Consulate General of Japan in New York and later as Associate Director of the Donald Keene Center of Japanese Culture and Executive Director of the Institute for Japanese Cultural Heritage Initiatives at Columbia University. She has also served as a cross-cultural communication specialist and consultant for New York State government offices and the United Nations. Ms. Walsh was raised in Tokyo, Japan, and received her B.A. degrees in both political science and French language and culture from Vassar College. She is a graduate of Columbia University, where she completed advanced studies in conflict resolution and earned a Master of Arts degree in organizational psychology. Currently, she serves on the board of the ACC Philippines Foundation, ACC Hong Kong Foundation, and ACC Japan Foundation. Ms. Walsh joined the Asian Cultural Council in 2009 as its Associate Director and was appointed Executive Director in 2013.



Cecily Cook
Director of Programs

Cecily Cook joined the staff of ACC in 1994 as Program Officer, and in this role has worked closely with artists from all over Asia and the United States, in a wide range of artistic disciplines, to create fellowship programs that connect individuals across borders. Ms. Cook received her B.A. degree in Italian from Brown University in 1985 and an M.A. degree in folklore from the University of North Carolina at Chapel Hill in 1989. From 1989 to 1993, she ran the Refugee Arts Group, a Boston-based non-profit organization supporting traditional arts conservation programs for Southeast Asian communities, and following that she worked as a full-time traditional arts consultant for the New England Foundation for the Arts. From 1990 to 2000, Ms. Cook co-directed the Cambodian Artists Project, a partnership of Cambodian dancers and musicians in the U.S. and Cambodia that produced a series of dance and music programs and which was funded in part by ACC.



Charlotte Fleming
Development and Communications Associate

Charlotte Fleming joined ACC's Taiwan office in 2016 to assist in communications and then ACC's New York office in 2017 as a Communications Consultant. She became the Development and Communications Associate in 2019, bridging communications and development initiatives. Ms. Fleming graduated from Williams College in 2015 with a B.A. in Chinese Language and a concentration in International Studies. In 2015, she was awarded a year-long Fulbright to serve as an English Teaching Assistant in two elementary schools in Taiwan.

CANDIDATE QUALIFICATIONS AND QUALITIES

The Asian Cultural Council seeks a Director of Advancement with

- capital campaign experience including successful major gift solicitations including the closing of six-figure requests;
- superior verbal and written communication skills, analytical and project management skills, negotiation and interpersonal skills, and grant and proposal writing skills;
- an excellent ability to create succinct and attractive presentation materials both for donor solicitation and Board committees;
- an excellent ability to utilize data management and presentation software; and
- highly developed organizational skills, self-motivation, with a collaborative and collegial temperament.

A bachelor's degree is required for this position as is a minimum of five years of fundraising experience in major gifts (individuals and institutions), preferably within a cultural organization working internationally. Knowledge, experience and interest in Asian arts and culture are preferred. A master's degree is also preferred.

DIVERSITY, EQUITY, AND INCLUSION

The trustees and staff of the Asian Cultural Council are resolutely committed to the values of diversity, equity, and inclusion.

The Asian Cultural Council defines diversity as including, but not limited to, individual and group differences based on race, ethnicity, nationality, age, gender, sexual orientation, class, religious belief, and physical ability. Creating a genuinely inclusive environment and ensuring that diverse voices are present and active in all aspects of institutional life will enhance ACC's effectiveness.

ACC seeks to manage its philanthropic programs and organizational culture in a manner that embraces diversity and inclusion. It strives to maintain the highest standards of ethics, transparency, and accountability, and is committed to

- recruiting a diverse board of trustees and staff;
- fostering open and effective cooperation among the board and staff;
- engaging with and funding diverse constituencies;
- working with grantees to achieve shared diversity goals;
- identifying and working with diverse vendors, contractors, and consultants; and
- promoting international understanding.

The Asian Cultural Council will continue to support ongoing efforts to advance excellence and effectiveness in the philanthropic community. Achieving diversity, equity, and inclusion is a continuous process that ACC believes will contribute to a more just, sustainable, and peaceful world.

SALARY & BENEFITS

The Asian Cultural Council offers a competitive salary and comprehensive benefits.

LOCATION

The Asian Cultural Council is based in New York City.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. Before submitting your materials, please review them for accuracy. Review of applications will begin immediately, and will continue until the successful candidate has been selected.

To apply for this position, visit: <https://opportunities.aspenleadershipgroup.com/opportunities/519>.

To nominate a candidate, please contact Anne Johnson: annejohnson@aspenleadershipgroup.com.

All inquiries will be held in confidence.