



Chief Development Officer  
Madison Square Park Conservancy  
New York, NY | Summer 2025

**Jesse Bryan**

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BOSTON | NEW YORK

***Madison Square Park Conservancy seeks a Chief Development Officer to lead and grow a comprehensive fundraising program that supports its mission to care for and program one of New York City's most iconic public parks.***

## About Madison Square Park Conservancy

Madison Square Park Conservancy (MSPC) is the nonprofit entrusted by the City of New York to operate Madison Square Park, a 6.2-acre public space in the heart of Manhattan. The organization's mission is to conserve, maintain, and program this ever-evolving historic green space, including raising 100% of the park's operating budget. MSPC's dedicated team takes great pride in caring for and shaping an urban oasis for all to enjoy.



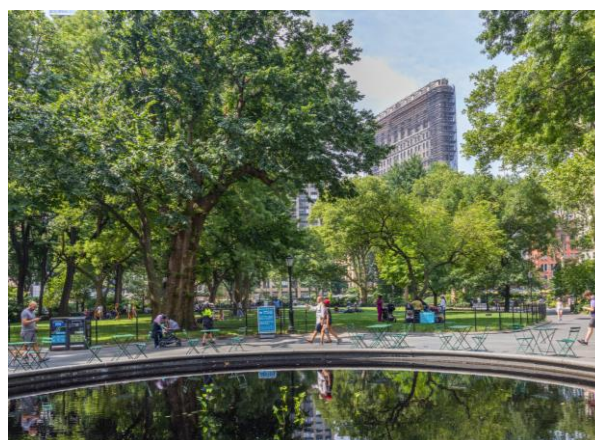
Anchoring a diverse and vibrant live-work community, Madison Square Park is both an intimate neighborhood park and an international destination for 60,000 daily visitors. A public space since 1686, the park has long been a gathering place for people from all walks of life. Today, it is also a public garden, urban forest, wildlife habitat, public art exhibition space, a haven for children and pets to play, and one of New York City's most transcendent and welcoming places.

For more information about MSPC, please visit <https://www.madisonsquarepark.org/>.

## About the Position

MSPC seeks a Chief Development Officer (CDO) to oversee all fundraising activities, as well as develop and execute a long-term fundraising strategy. Fundraising at MSPC encompasses individual and corporate giving, institutional giving, annual campaigns (including a year-end appeal and twice-yearly membership drives), and special events. Partnering with the Executive Director and fundraising team, the new CDO will incrementally grow all fundraising efforts which currently bring in around \$4M annually.

Reporting directly to the Executive Director and serving on the leadership team, the CDO is responsible for planning, managing, and implementing activities that increase, diversify, and sustain philanthropic support for MSPC. The CDO works in close cooperation with senior leadership and the Board of Trustees to achieve the organization's fundraising priorities. This position will build and manage a team of high-performing fundraising professionals and could potentially support a capital campaign in the future.



## Key Responsibilities

### Fundraising Strategy & Execution

- Oversee all fundraising activities for MSPC, including major gifts, institutional gifts, annual giving, special events and membership
- Work closely with the Executive Director and department heads to create and implement an integrated development strategy
- Develop and implement an annual development plan to incrementally grow fundraising revenue from \$4M to \$5M+ over the coming years

### Donor Engagement & Stewardship

- Identify, cultivate, solicit, and close new gifts in collaboration with the Executive Director, development team, and Board
- Maintain and deepen relationships with current donors through strategic communication and personal outreach
- Partnering with the Executive Director, help steward the Board of Trustees as well as the Associate Board
- Oversee annual fundraising events, which include an annual benefit, while managing external event consultants, host committees, outreach, communications, and performance metrics
- Plan and execute cultivation events to strengthen donor pipeline
- Oversee grant applications and reporting process



### Leadership & Management

- Hire, manage, and mentor a team of high-performing development professionals
- Provide strong day-to-day leadership and coordination of the development team, supervising a growing team and managing external consultants
- Strategically target fundraising efforts by working with the development team to maximize database usage and reporting processes
- Lead the implementation of consistent internal fundraising operations, working across departments, including donor database use, record management, and reporting
- Oversee the development budget and ensure accurate financial tracking and forecasting

## Key Qualifications, Skills and Competencies

- 7+ years of experience in development, with demonstrated success working for an organization similar in scale to MSPC's annual fundraising goals
- 3+ years of experience hiring, managing and mentoring fundraising staff
- Comfort and experience soliciting gifts at the 5 and 6-figure level from individuals, corporations and/or foundations
- Excitement and interest in partnering closely with the Executive Director on strategy and solicitations, as appropriate

- Superior organizational, interpersonal, analytical, technical, and written and verbal communication skills
- Strategic, creative thinker, able to see the long-term vision as well as troubleshoot immediate issues
- Ability to interact with all levels of staff, trustees, donors, and the general public in a professional and dynamic manner
- Experience with fundraising CRMs and understanding of data
- Demonstrated leadership abilities, including the ability to motivate and direct others and provide meaningful feedback and mentoring
- Self-motivated and resourceful, able to work independently as well as collaboratively as part of a small, mission-driven team
- Comfort working under pressure against multiple deadlines and juggling a variety of responsibilities while maintaining a calm work environment and a sense of humor
- Availability to work nights and weekends as required

### Compensation, Benefits, and Schedule

- **Annual Salary Range:** \$165,000 - \$180,000, depending on years of relevant experience, extent of management experience, and demonstration of successful past performance
- **Benefits:** Employee Health Plan, Dental and Vision Plan, Vacation/Sick/Personal Days, Floating Holidays, 401K Plan with match after one year of employment, commuter benefits, Short-Term Disability benefit, and Health Advocate benefit
- **Schedule:** 5-day schedule, with flexibility for some evening and occasional weekend work; 4 days expected in office



To express interest in the position, please submit your cover letter and resume in confidence [here](#).

For more information, please visit [www.developmentguild.com](http://www.developmentguild.com).

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## About Development Guild DDI

*For 45 years, Development Guild DDI has consulted to leaders across the nonprofit spectrum. We have successfully collaborated with more than 650 clients nationwide in the sectors of health & science, education, environment, the arts, and social justice. We are experts in executive search and fundraising and are at the forefront of delivering best practice in these services.*

*With each engagement, we work in teams tailored to a client's particular needs, providing sector-specific intelligence, cross-sector insight, and hands-on functional expertise. We combine our perspective on nonprofit leadership with our knowledge and experience in both fundraising and executive search. This distinct perspective enables us to deliver the most strategic and measurable impact.*

