



Institutional Giving Officer

Global Arts Live

Cambridge, MA | Spring 2026

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**BOSTON | NEW YORK**

***Global Arts Live seeks an entrepreneurial Institutional Giving Officer to lead and increase a multi-faceted fundraising program spanning corporate, foundation, and government support.***

## **About Global Arts Live**



For over 30 years, Global Arts Live has brought exceptional global music and dance to stages across Greater Boston. We invest in longstanding relationships with artists, support them with commissions, develop audiences for their work, and create connections to under-represented immigrant populations and communities in our region. Since inception, Global Arts Live has presented more than 800 artists from 70+ countries in over 1,500 performances attended by more than 1 million people. With an artistic vision focused on cultural diversity, many of our artists express and exemplify universal themes of identity, immigration, heritage, and inclusion. Our mission is to transcend borders, cultivate community, and enrich lives.

## **About The Platform**

In late Fall 2026, Global Arts Live will launch a new performing arts center, called The Platform, in partnership with the real estate developer BioMed Realty. The center features a 400-seat state-of-the-art theater, 125-seat informal amphitheater anchoring a ground floor commons, and a rehearsal studio. Global Arts Live is conducting a \$20M campaign, with \$12.6M already achieved, to support the launch, programming, and long-term sustainability of The Platform. In a shared services model, Global Arts Live will continue to support The Platform with programming, marketing, fundraising, and administrative support.

## **About Philanthropy at Global Arts Live**

Philanthropy is an increasingly vital part of the organization's operations and long-term success. As Global Arts Live enters an exciting new phase of growth and innovation—centered on the launch of The Platform (TPK)—its fundraising efforts are scaling significantly. With this expansion, the organization is poised to grow its annual philanthropic revenue beyond \$1M, reflecting both the ambition and opportunity of this next chapter.

## **About the Position**

The Institutional Giving Officer (IGO) will play a key role in shaping an exciting new phase of fundraising for Global Arts Live. Reporting to the Director of Advancement (DA) and working closely with the CEO and broader leadership team, the IGO will drive institutional fundraising efforts for both Global Arts Live and The Platform. This is a unique opportunity to blend strategy and creativity at a pivotal moment for the organization—launching new initiatives; identifying, cultivating, and deepening relationships with institutional funders and new prospects; and shaping fundable programs and initiatives in alignment with the organization's mission and priorities. The role will significantly expand the organization's overall fundraising capacity.



## Key Responsibilities

The IGO will lead and advance the organization's institutional fundraising efforts, cultivating and managing relationships with foundations, corporations, and key stakeholders. They will work closely with leadership to align programs and initiatives with funding opportunities, develop compelling proposals and narratives, and drive staff leadership and Board engagement in advancing the organization's mission. With about 70% of the role initially dedicated to raising the remaining \$3M in institutional campaign funding, the position will also focus on growing annual institutional giving from ~\$250K to \$1M+ over the next 5-6 years, ultimately evolving into a more balanced portfolio post-campaign.

### ***Foundations and Government Relations***

- Manage the full grant lifecycle, including prospecting, strategy development, proposal writing, reporting, and stewardship, to meet or exceed annual goals.
- Research and pursue foundation and government funding aligned with organizational priorities.
- Develop materials and provide guidance to advance institutional prospecting in collaboration with senior leadership, the advancement team, and the Board of Directors.
- Cultivate connections with funders, government officials, and key stakeholders, leveraging leadership and board engagement when appropriate.
- Serve as a public-facing representative at strategically selected community, civic, and professional events to strengthen visibility and institutional partnerships.

### ***Corporate Giving***

- Launch a new corporate sponsorship program for TPK and GA, building strategic and creative partnerships—particularly in key markets such as Kendall Square—in collaboration with the DA.
- Identify, research, and cultivate new corporate prospects for annual giving, campaign, and Gala sponsorship; submit proposals, implement benefits, and maintain ongoing relationships.

### ***Program Operations***

- Support special events and concerts as a member of the advancement team, undertaking discrete roles as needed.
- Collaborate with the GA team, contributing ideas, energy, and time to organizational health, growth, and team initiatives.
- Contribute to advancing the organization's goals in equity, diversity, inclusion, and access.
- Perform other duties as assigned.

## Key Qualifications

- 5+ years of progressive fundraising experience, including at least 2 years in institutional giving, with the ability to step in and immediately add value.
- Strategic and entrepreneurial mindset with proven ability to build and grow an institutional giving program, beyond executing within an existing structure.
- Strong written, administrative, and organizational abilities; adept at crafting clear, compelling, and persuasive proposals and communications.
- Exceptional communication skills and a track record of building, managing, and expanding funder relationships; potential to bring existing connections.
- Experience collaborating with senior leadership, including President/CEO and Board members.
- Familiarity with Boston funding landscapes and networks.
- Genuine connection to and enthusiasm for the performing arts, with the ability to communicate the mission and programs compellingly.
- Ability to lift up to 30 lbs. and climb 2 flights of stairs.



Global Arts Live offices are at 720 Massachusetts Avenue, Cambridge, MA. In early fall 2026, Global Arts Live offices will move to The Platform at 585 Kendall Street, Cambridge. This full-time, exempt position requires at least 3 days/week in the office with some scheduling flexibility. Some night and weekend work at special events, concerts, and meetings will be required.

The salary for this position is \$100,000 - \$110,000, commensurate with experience. A generous benefits package includes health and dental insurance, flexible spending accounts, retirement plan, and professional development opportunities.

Not sure you meet 100% of our qualifications? Research shows that cis men apply for jobs when they fulfill an average of 60% of the criteria, while others tend only to apply if they meet every requirement. If you believe that you could excel in this role, we encourage you to apply.

**Global Arts Live is committed to building a work environment rooted in respect, integrity, diversity, and inclusion—one that reflects the artists we present and the audiences we serve. We are proud to be an equal opportunity employer and welcome applications from candidates of all backgrounds, experiences, and identities, including those historically underrepresented in the arts and nonprofit sectors.**

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

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

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## About Development Guild

*Since 1978, we have consulted to leaders across the nonprofit spectrum and successfully collaborated with more than 800+ clients nationwide in academic medicine, arts & museums, education advocacy, environment & conservation, faith-based, health, higher education, human services & social justice, and independent schools. We are experts in executive search, fundraising, and strategic planning—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.*

