



CENTER FOR JEWISH HISTORY

Boyden Executive Search Contact

Lisa Vuona | 508.320.6445 | lvuona@boyden.com

Jill Coran | 617.548.6447 | jcoran@boyden.com

Position Summary

The Center for Jewish History, the premier institution dedicated to preserving and presenting Jewish history, culture, and experience in the United States, seeks an Assistant Vice President, Philanthropy (AVP) to join the Center's team. With a 25-year history and experience raising over \$250M (debt-free and mortgage-free), the Center is poised for continued growth and impact. The AVP reports to Dr. Gavriel Rosenfeld, President, and maintains a secondary (dotted line) reporting to Rio Daniel, CEO, for specific projects. This high-visibility role offers a unique opportunity to shape the future of Jewish cultural preservation and education.

As the AVP will spearhead a transformative frontline fundraising initiative, driving the Center towards growth by focusing on major gifts, planned giving, annual fund campaigns, and institutional partnerships. As a frontline fundraiser, the AVP will embody the entrepreneurial spirit that defines the Center. The AVP must have a donor-centric approach and unwavering enthusiasm as an indispensable partner to the President, CEO, and Board to inspire and cultivate a network of individual donors whose generosity will fuel the Center's ambitions.

This is more than a job – it's an opportunity to leave an indelible mark on the landscape of Jewish culture and history.

Competitive salary range: \$175,000—\$200,000 + benefits

Essential Responsibilities

- Partner with the President, CEO, and Board to set fundraising strategies and goals.
- Serve as the lead frontline fundraiser for the Center.
- Maintain a personal portfolio of 75-100 major donors (capacity to give a minimum of \$50,000 annually). Identify, cultivate, solicit, and steward individual gifts, personally raising in excess of \$3.5M annually.
- Motivate, mentor, and manage members of the development team. Set goals and priorities with the team and regularly meet with staff on the progress of goals.

- Oversee fund development programs with a goal to raise \$10M from major gifts, planned giving, annual giving (direct mail), online giving, and coordinate with colleagues focused on special events, institutional giving, government funding, and special giving campaigns.
- Create a vision to grow annual philanthropic support beyond \$10M.
- Work closely with leadership and department heads to support fundraising needs as determined by business plan goals, operating needs, and annual plan priorities.
- Work with the President and the CEO to prepare the annual income plan for unrestricted and temporarily restricted funds; collaborate to develop annual fundraising budgets; prepare and monitor income projections, progress reports, and fundraising forecasts.
- Coordinate with the Marketing and Communications team to develop and publish fundraising-related materials (annual report, newsletters, brochures, website content).
- Ensure effective stewardship communications so that all fundraising communications are driven to support development functions.

Required Qualifications

- Experience of 7+ years as a frontline fundraiser with track record of success in securing six and seven-figure gifts; stability in current/past position(s); knowledge of Jewish arts and culture, and/or academic philanthropy.
- Bachelor's degree required, master's degree preferred.
- Exceptional interpersonal skills. Keen observer of others, especially donors, with the ability to establish good rapport quickly and remember details.
- Strong leadership and collaboration skills, with the ability to create and sustain strong working relationships with donors, Board members, and staff.
- Demonstrated success in a leadership role.
- Ability to serve as an articulate and compelling spokesperson for the Center, with a clear understanding of and interest in the mission.
- Excellent written and oral communication skills.
- Exceptional organizational skills.
- Experience in museums, libraries, archives, universities, or similar organizations preferred.

What Success Looks Like

- Meeting or exceeding the \$10M fundraising goal for 2025.
- Personally raising \$3.5M annually.
- Developing and implementing innovative strategies to grow philanthropic support.
- Building strong relationships with donors, board members, and staff.

Boyden Contacts**Lisa Vuona**

Managing Partner

lvuona@boyden.com

M +1 508.320.6445

**Jill Coran**

Principal

jcoran@boyden.com

M +1 617.548.6447

About Boyden

Founded in 1946, Boyden global executive search was the first firm to focus entirely on retained executive search. Others would soon follow, using many of the basic tenets and principles that Sidney Boyden put in place: maintaining a strict code of ethics and standards; establishing a global presence; creating uniform processes; and working with highly experienced business partners. These aspects of Sidney Boyden's vision are still in use today.

Boyden continues to be a leader in the executive search industry. Through the ever-expanding use of cutting-edge technology, while always adhering to strict ethical standards, we remain true to our rich heritage as the founders of retained executive search. We cover the globe with over 70 offices in more than 40 countries, led by resident professionals adept at working in a global economy. We are poised to help our clients find the people who will lead them today and into the future. In addition to retained executive search, Boyden works with clients seeking advice regarding their Boards. We also assist clients with interim management and leadership assessment.

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