



Chief Development Officer and Vice President of Development



ORGANIZATION: Brooklyn Botanic Garden
POSITION: Chief Development Officer and Vice President of Development
REPORTS TO: President and Chief Executive Officer
LOCATION: Brooklyn, NY
WEBSITE: bbg.org
TO APPLY: Please send resume and cover letter as one PDF to BBGCDO@pbrsearch.com with title format "Last Name First Name – Letter Resume."

BACKGROUND

Founded in 1910, Brooklyn Botanic Garden (The Garden, or BBG) is a 52-acre urban botanic garden in the heart of Brooklyn that connects people to over 10,000 kinds of plants, fostering delight and curiosity while inspiring an appreciation and sense of stewardship of the environment. With ~1M local, national, and international visitors annually, BBG engages the public through its world-class [gardens](#), extensive [research collections](#), and numerous [educational and community programs](#).

Currently, in an exceptional period of growth, BBG is seeking a Chief Development Officer (CDO) to work in collaboration with the President and CEO, senior management, and the board to set an ambitious and achievable development strategy for the organization in its next chapter.

POSITION

This is a pivotal moment for BBG as it finalizes its next strategic plan and lays the groundwork for a new master site plan (BBG's "Greenprint for the Future") that will redefine the physical footprint of the Garden. The CDO will spearhead a transformational capital campaign to kick off in 2028, with a goal of realizing the strategic and master site plans and ensuring BBG continues its position as a cultural and environmental landmark.

As the strategic architect of BBG's fundraising efforts, the CDO will work in close partnership with the President and CEO, Board of Trustees, and senior leadership team to strengthen and expand donor engagement, drive long-term financial sustainability, and foster a culture of philanthropy across the institution. The CDO will provide visionary leadership and clear direction to a high-performing team of 15, ensuring the department is set up for long-term success, with robust fundraising strategies and a well-integrated development structure.

The ideal candidate is a dynamic frontline fundraiser with a proven track record of securing major gifts from individuals, foundations, and corporations and leading successful capital campaigns; a strategic leader who can elevate BBG's fundraising approach; and an inspirational communicator who can galvanize board members, donors, and the BBG community around the Garden's impact and future growth.

RESPONSIBILITIES

Strategic Fundraising and Capital Campaign Leadership

- Lead and implement a best-in-class fundraising strategy that strengthens BBG's philanthropic pipeline and ensures financial sustainability.
- Design and execute a comprehensive capital campaign that aligns with BBG's strategic plan and Greenprint for the Future, engaging key stakeholders in transformational giving opportunities.
- Develop a clear, long-term vision for development, ensuring that fundraising efforts prioritize relationship-building and align with BBG's mission and its unique role in shaping New York's green future, environmental education, and cultural legacy.
- Establish performance metrics and ambitious annual revenue goals for the fundraising department, monitor results and fundraising trends, and use that information to adjust course nimbly.
- Encourage cross-departmental collaboration, ensuring alignment between development, programming, and operations to maximize fundraising success and institutional impact.

Board and Donor Engagement

- Serve as a key ambassador for BBG; build and maintain high-touch relationships with existing and prospective donors.
- Build authentic relationships with the board and broader donor community, ensuring that all staff engaged in fundraising have the training and support necessary to appropriately identify, cultivate, solicit, and steward BBG contributors.
- Attend evening/weekend programs as needed to engage with current and prospective donors.

Team Management and Visionary Leadership

- Lead, manage, and inspire a team of 15 development and membership professionals, ensuring their activities are aligned with overall departmental and organizational goals.
- Evolve the department's structure and ways of working as needed to reach ambitious goals.
- Intentionally build the skills and abilities of the development team in key areas; ensure they have the tools, training, support and professional development to be effective in their roles; and foster a culture of collaboration so that each area of fundraising amplifies and leverages the work of others on the team.
- Ensure the proper technology, systems, and processes are in place to support development activities.

QUALIFICATIONS

Experience

- 15+ years of fundraising experience with a track record of personal fundraising success.
- Proven experience successfully leading development teams raising funds from a variety of sources.
- Experience personally securing transformative major gifts.
- Experience leading capital campaigns strongly preferred.
- Experience with New York City-based nonprofit, cultural, or educational institutions is highly preferred, as familiarity with the local landscape and dynamics is key to success in this role.

Personal Attributes

- A natural relationship-builder who can galvanize board members, donors, and internal teams around BBG's mission and fundraising goals.
- Hands-on leadership approach with a commitment to developing and mentoring teams — building a culture of trust, collaboration, and high performance.
- Strategic thinker with strong development operations experience, ensuring best-in-class systems and long-term fundraising sustainability.
- A creative approach to problem-solving and an entrepreneurial and strategic mindset, with the skills and experience necessary to build upon existing systems and create new ones as needed to broaden and improve the development function.
- A sophisticated personal presence, superior interpersonal skills, and a high level of self-awareness, with a proven ability to successfully engage with a variety of audiences.

COMPENSATION

- Anticipated salary range of \$220K to \$295K; note, the broad compensation range indicates BBG's willingness to consider candidates who have not previously held the top job in a development office. To be considered for the top end of the range, candidates must be able to demonstrate experience and success in all aspects of the job, including structuring and completing a significant capital campaign.
- BBG offers an attractive and comprehensive benefits package, including:
 - Health insurance starting on the date of hire, with multiple plan options (some at no cost); dental, vision, and prescription benefits
 - Pre-tax benefits (flexible spending, dependent care, transit/parking accounts)
 - CIRS Pension, 401K, and life insurance through the [Cultural Institutions Retirement System](#)
 - Life insurance and long-term disability coverage
 - Generous paid time off (sick, vacation, and 13 holidays)
 - Public Service Loan Forgiveness (PSLF) eligibility
 - Museum pass for free entry to various NYC museums

Frequently cited statistics show that women and people from underrepresented groups apply to jobs only if they think they meet 100% of the criteria. If you meet many but not all the criteria and feel you may be a good fit for the role, Brooklyn Botanic Garden encourages you to apply.

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