

## **Job Description:**

### **Tucson Desert Song Festival Development Associate**

#### ***About the Festival (TDSF)***

The Tucson Desert Song Festival is an annual celebration of vocal artistry held in Tucson, Arizona. It brings together world-class singers, musicians, and ensembles for a series of concerts, masterclasses, and community events. The festival showcases a diverse range of musical genres, including opera, classical, jazz, and contemporary works, enriching Tucson's cultural scene with exceptional performances and collaborations.

Visit our website: [tucsondesertsongfestival.org](http://tucsondesertsongfestival.org)

#### ***Position Overview***

The Development Associate supports and advances the development efforts of the Tucson Desert Song Festival (TDSF). Our goal is to expand our base of annual fund donors and encourage contributions that fit every budget.

This individual will be responsible for:

- Researching and writing grant proposals
- Writing and executing appeals to individuals and donor acknowledgments
- Building and managing the CRM database

#### ***Qualifications and Skills***

- Strong writing, communication and strategic thinking skills
- Familiarity with CRMs and fundraising databases
- Ability to work independently as well in collaboration with the Board Development Committee

#### ***Compensation***

This is a part-time, contracted position. \$2,200 - \$3,000 per month, depending on experience and scope of work.

Please submit a cover letter and resume to [tucsondesertsongfest@gmail.com](mailto:tucsondesertsongfest@gmail.com).