



Summit Performance Indianapolis, a professional, nonprofit, women-focused theatre company is seeking a Development Associate with grant writing experience.

Named 'Best New Theatre' by Indianapolis Business Journal in 2017, Summit Performance Indianapolis is celebrating its fifth year producing top-quality theatre focused on the voices and experiences of women. Producing primarily in the Phoenix Theatre Cultural Centre, Summit leadership carefully curates programming that centers women's stories and prioritizes the work of women playwrights of diverse backgrounds.

With an eye toward increasing employment opportunities for women, Summit intentionally assembles a diverse team of directors, technicians, actors, and artisans who share our philosophy of excellence for each production. The organization's motto is "By Women. About Women. For Everyone."

As part of our plan for strategic growth, Summit is seeking a part-time, self-motivated Development Associate who has a passion for the arts, an understanding of the nonprofit sector, and a willingness to grow with our organization. The successful candidate will possess the skills and interest to grow the position from a part-time (5-7 hours/week) Development Associate to a Development Director working 30+ hours/week over the next 3-5 years.

Interested individuals with some combination of education and experience in finding and pursuing grant opportunities, cultivating individual donors and corporate sponsors, and coordinating fundraising campaigns will be given priority consideration. Candidates from BIPOC and LGBTQ+ communities or otherwise diverse backgrounds are particularly encouraged to apply.

Start date: September 1, 2022

Hours: 5-7 weekly

Compensation: \$28.00/hour

Location: Combination remote/in-person

Website: <https://www.summitperformanceindy.com>

How to Apply: Email Summit's Artistic Manager Kelsey Leigh Miller at kelsey@summitperformanceindy.com with an attached letter of interest and resume. Please use "Development Associate" as the subject line.

Application Deadline: August, 26th, 2022