Senior Director of Advancement

Opportunity and Mission

If you are interested in diving into a mission-driven culture to support equity in education that will generate a positive impact on local communities, then continue reading about this incredible opportunity to join a dynamic team. Our college preparatory high school is making headlines for its innovative approach to preparing students to succeed in college and in life! We are tearing down systemic barriers to ensure equitable access to economic and educational opportunities.

Our mission is to educate young people of limited economic means to become men and women of faith, purpose, and service, and prepared for life. We provide a rigorous college preparatory curriculum, integrated with relevant work study experience and community service. In the finest tradition of Catholic outreach, we welcome students, staff members, and faculty of all denominations. Students graduate prepared for college and service to their communities.

Who We Are
Learn more about our vision, mission, values, identity, what we do at cristoreysandiego.org.

Position Summary

Working closely with the school President, Board of Directors and Director of the Corporate Work Study Program, the Advancement Sr. Director helps develop the strategic vision to foster generous, broad-based philanthropic support for the school and its mission. The Director is also responsible for the successful implementation of that vision, by cultivating and stewarding relationships with individual, corporate and foundation donors, designing and directing distinctive events, and generating excitement about a range of ways to contribute to the growth and success of the school. The Sr. Director role is a year-round, full-time position. The Director is expected to spend a significant amount of time in the field meeting with existing and prospective benefactors. When not doing so, the Director will spend their work hours on site or remotely as circumstances permit and as agreed to with the President.
What You’ll Do

- Serve as a member of President’s Leadership Team contributing to overall school direction & strategy
  - In partnership with the President and Senior Leadership, engage in formulating and executing on the school’s comprehensive strategic vision
  - Respond to needs for the greater good of Cristo Rey San Diego High School and our benefactors as appropriate
  - Build bridges throughout school to aid in building a culture of philanthropy
  - Manage department budget in accordance with guidelines and school needs

- Department of Philanthropy Management
  - Develop and manage the execution and evaluation of the strategy for all fundraising activities to include securing individual, corporate, and foundation contributions, sponsorships, and grants
  - Oversee and support the marketing, communications, and external event needs school-wide
  - Together with the President, responsible for identifying and achieving fundraising goals as identified by the President and Board of Trustees, including annual efforts as well as endowment and capital campaigns when appropriate
  - Lead and manage Philanthropy staff (one FTE and potentially one contracted Grant Manager), ensuring all staff achieve their professional goals and are provided the opportunity to grow in their roles

- Gift Solicitation & Donor Relations
  - Develop and manage the execution of Major Giving strategy
  - Develop and manage the execution of Planned Giving strategy
  - Solicit and steward event sponsors and contributors
  - Responsible for all stages of donor management including identifying, cultivating, soliciting, and stewarding gifts to the organization
  - Provide strategic planning and support for annual giving, stewardship, event, and volunteer efforts
  - Oversee Grant Manager contract position providing direction and review of grant strategy and activity

- Board of Trustees Support & Management
  - Serve as primary contact between Board of Trustees and Department of Philanthropy, including representation
  - Board of Trustee meetings
- Engage and manage Philanthropy Committee of the Board of Trustees
- Participate in meetings of the Finance Committee and CSWP Board of Trustees

Who You Are

- Bachelor’s Degree
- Minimum 4-7 years of experience in fundraising with an emphasis on Major Gifts, Event and Campaign Fundraising
- Documented record of increasing and diversifying financial support
- Demonstrates successful, visionary leadership and management experience
- Ability to effectively lead, develop, and motivate staff members
- Excellent written and public speaking communication skills and strong relationship-building capacity
- Knowledge of Microsoft Office and Google Suite, and familiarity with fundraising databases (e.g., Network for Good, Blackbaud, etc.)
- Pushes for results, strong problem solver with a demonstrable history of successful innovative solutions
- Action-oriented and collaborative style
- Passion for Cristo Rey San Diego High School’s model, Mission and Values
- Sensitivity to and respect for the socioeconomic, racial, and religious backgrounds of the student body

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<th>POSITION:</th>
<th>Senior Director of Advancement</th>
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<tbody>
<tr>
<td>CLASSIFICATION:</td>
<td>Full time, Exempt</td>
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<tr>
<td>SUPERVISOR:</td>
<td>President</td>
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<tr>
<td>PAY RANGE:</td>
<td>$100,000 - $115,000 DOE</td>
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<td>BENEFITS:</td>
<td>Included in overall compensation package</td>
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How to Apply

Please Submit the following in PDF format to ckampf@cristoreysandiego.org. Include “Sr. Director of Advancement” in the subject line of your email:

- Resume
- Cover letter

DISCLAIMER:
Cristo Rey San Diego High School provides equal employment opportunities to applicants without regard to race, ethnicity, religion, sex, or national origin.