Derby Academy (Hingham, MA)
Director of Development

Derby Academy, a Pre-Kindergarten through Grade 8 co-educational day school with 350 students located in Hingham, Massachusetts, seeks a **Director of Development** beginning in July 2022. Rooted in the school's motto, "Improve Both Mind and Heart," Derby provides students with a joyful and rigorous academic environment while supporting their character development.

The Director of Development reports directly to the Head of School, is a member of the Leadership Team, and collaborates with the Board of Trustees. A successful Director of Development will use direct efforts to leverage the skills and volunteer contributions of Derby Academy parents, alumni, trustees, and members of the administrative and development teams.

 Big Back Pack LLC is recruiting candidates as part of a national search. Interested candidates should contact **Hacker Burr at hacker@bigbackpack.org.**

Responsibilities:

- Oversight and management of annual giving and major gifts solicitations, special events, grants, capital campaign, alumni affairs and advancement communications.
- Evaluation, mentorship and supervision of Development Team members.
- Personal cultivation of annual giving and major gifts.

- Review and enhance the strategic vision for cultivation, solicitation, and stewardship of short and long term philanthropic giving to support Derby's mission and operation.
- Oversee all planning and strategy for the school's fundraising efforts, including an upcoming capital campaign, annual giving, alumni engagement, data management, planned giving, and special projects.
- Identify, cultivate, solicit and steward major donors.
- Develop strategies to expand the current base of philanthropic revenue sources.
- Provide comprehensive data and statistical reporting to the Head of School and Board in order to set annual fundraising strategy, goals, and agenda.
- Build positive relationships with the Board of Trustees, administration, faculty, staff, students, parents, alumni, alumni parents, and volunteers in order to bring forth their best efforts to enhance fundraising activities.

Experience and Qualifications:

- An organized and strategic approach to institutional advancement with 5 years of equivalent successful management and development experience in an institution or organization that has a reputation for quality and excellence.
- Successful fundraising experience with cultivating, soliciting, and stewarding major donors.
- Experience in creating and expanding strategic relationships with a wide variety of donors.
- Ability to supervise and motivate a department while supporting, challenging, and expanding the skill set of each team member.
- Ability to work effectively with diverse constituent groups - teachers, parents, students, alumni, administrative teams, and Board.
- Experience with fundraising databases and support systems for donor segmentation and research
- A track record as an exceptional communicator, in writing as well as verbally; adept at writing proposals, solicitation letters, donor correspondence, and other kinds of material for publication.

Derby Academy is committed to building a diverse, equitable and inclusive educational community and does not discriminate on the basis of age, race, religion, gender, color,

veteran status, physical ability, sexual orientation, national or ethnic origin or any other state or federally protected classifications. Derby Academy is an equal opportunity employer.

Derby Academy values inclusivity and encourages candidates from diverse backgrounds or who have experience in cultural competency work to apply.

Interested candidates should send the following information to Hacker Burr at hacker@bigbackpack.org by February 11, 2022:

- **Letter of Interest**
- **Resume**
- **Statement of development philosophy describing the manner in which a development office successfully serves a school like Derby Academy.**
- **A list of five or more references with contact information (including phone numbers and email addresses)**
- **Up to three letters of reference (optional)**