



De La Salle
incorporated

De La Salle, Inc.
Director of Advancement

Vision: Excellence in educational opportunity for all.

Mission: Rooted in Lasallian tradition of making a quality education accessible to all, we provide excellence in education, promote service, justice, care, inclusivity, community and zeal. We proudly proclaim “I am somebody.”

Values: Care, Inclusivity, Community, Service, Justice, and Zeal.

Reports to: Executive Director

Supervises: Advancement Coordinator

Background:

Founded in 2001 to provide an excellent educational opportunity for fifth through eighth grade students living in North St. Louis, De La Salle, Inc. seeks a driven, committed, focused and dynamic professional to lead its fund development efforts. The school is in the midst of extensive change and growth, with an increase in the number of students served and the execution of the public phase of a capital campaign.

The Director of Advancement is responsible for overseeing all aspects of De La Salle’s development efforts with a goal of raising \$2 million annually and ensuring successful completion of the capital campaign. This position will manage a portfolio of grantmakers, donors and prospects for solicitation of annual and major gifts, program and operating grants, and special event contributions in support of operations, programs, capital improvements, endowment and planned giving.

Responsibilities and Duties:

- Oversee and implement organization wide fund development activities to meet goals and contribute to sustainability of the program.
- Work with Leadership Team to responsibly develop and manage an Advancement budget that meets organizational needs and strategic plan goals
- Lead long term and short term strategic planning efforts for department and provide recommendations for fundraising growth
- Develop and execute individual giving portfolio and fundraising strategies for Annual Giving and Capital Campaign
- Oversee grant program through management of prospect research, proposal writing, reporting, and trustee relationship management.
- Lead the development/design of and support the implementation of annual fundraising gala
- Facilitate Board of Directors Advancement Committee.
- Other duties as assigned

Knowledge and Skills:

- Ability to multi-task

- Highly organized, Detail-oriented
- Strong time-management skills
- Takes initiative with little direction
- Quality customer service skills
- Working knowledge of Donor Perfect or similar donor database

Core Competencies:

- Client Focus
- Listening
- Compassion and Patience
- Approachability
- Drive for Results
- Action-Oriented
- Ethics/Trust/Integrity
- Personal Learning/Self-Aware/Self-Development

Qualifications:

- Bachelor degree; CFRE or MBA preferred
- Minimum of 2 years' leadership experience preferred
- Strong written and verbal communication skills
- Five years' work experience in development with a non-profit agency required
- Ability to interpret computer-generated reports and analyze data to inform your strategy
- Demonstrated experience and success in coordinating fund development programs
- Demonstrated excellence in project management and managing competing priorities

Compensation: De La Salle, Inc. offers a competitive salary and benefits package, commensurate with experience.

Application Information:

To apply, please send a cover letter, resume, and references to employment@delasalleSTL.org.