



Gill St. Bernard's School

Director of Advancement

An Executive Search by The Angeletti Group, LLC



The Opportunity

The Angeletti Group invites nominations and applications to join the leadership team of Gill St. Bernard's School as the next Director of Advancement. This is an exciting opportunity for an experienced and dynamic fundraising leader to build out a strong advancement team that will take the institution up to and through its next major campaign.

An integral member of the administrative leadership team, The Director of Advancement will report to the Head of School and will work closely with the Board of Trustees. He/she will have oversight of a growing advancement division comprised of 5 team members focused on major and planned gifts, alumni and parent relations, events, and annual giving.



The selected candidate will be a visionary professional committed to serving a community of learners.

About Gill St. Bernard's School

Founded in 1900, Gill St. Bernard's School is a preeminent, independent, college-preparatory school in Gladstone, NJ, and one of the few schools in the state to offer preschool through grade 12 on a single campus. Gill St. Bernard's is a diverse coeducational community rooted in the values of courage, integrity, respect, compassion, and excellence. We believe that education takes place not only in our classrooms, but on the stage, in the studios, on the fields, and wherever faculty, staff, and students interact. Rooted in a sense of belonging and connection, and an appreciation for experiential learning and cultural diversity, we believe the world is our classroom.



Mission Statement:
*To provide a balanced,
 diverse, and secure
 community that prepares
 students academically,
 socially, and ethically
 for college and a
 meaningful life.*

If we could choose a single word to capture the spirit of Gill St. Bernard's, it would be balance. Through a deliberate approach, we help students balance a rigorous academic curriculum, impressive athletic and art programs, and immersive co-curricular activities, each designed to prepare them for college and beyond.

Our PS-12 school is situated on a 208-acre campus, with collegiate-like facilities conveniently located just north of Interstate 287 and Route 206 in Gladstone, NJ. We are easily accessible from Morristown, Summit, Chester, and Bridgewater.

Under the leadership of Head of School Sid Rowell, Gill St. Bernard's has enjoyed transformational accomplishments, including three successful capital campaigns and robust strategic planning. With this incredible momentum, Gill looks ahead eagerly to new initiatives and projects that will impact generations of students for years to come.



The Director of Advancement: Position Summary

The Director of Advancement will promote the School's culture of philanthropy—inspiring parents, alumni, grandparents, parents of alumni, students, faculty and staff, and friends to advance the mission of the School. The Director of Advancement is responsible for fundraising including all cultivation and stewardship activities, and external constituent relations (parents, alumni, grandparents, etc.).

Responsibilities

Fundraising

- Provide clear vision, management, supervisory leadership, and strategic direction for all aspects of the school's Advancement program.
- Supervise, set direction for, and support the goals of the Advancement Office team, providing regular performance feedback, including annual performance appraisals, to support their professional growth.
- Serve as a member of the School's Administrative Team.
- Develop an annual business plan and budget based on institutional goals and priorities and in conjunction with the current Strategic Plan.
- Generate and foster strong donor relationships by articulating the core values of Gill St. Bernard's School: courage, integrity, compassion, respect and excellence.
- Create a culture and environment within the Advancement Office that encourages collaboration, inclusivity, teamwork, and a positive work environment.



- Oversee budget for all Advancement activities.
- Ensure that resources are in place to support the School's long-term financial stability by designing and implementing strategies for raising funds to support current and future operations.
- Oversee all planning and execution for the School's fundraising efforts, including annual giving, major and planned giving, and grants on an ongoing basis and in support of strategic plans, capital campaigns, special projects, and other programs.



Develop strategies for increasing philanthropic support, including growing annual giving and increasing participation.

- Oversee the identification, cultivation, and stewardship of major donors, and develop strategies to expand the current base of philanthropic revenue for the School.



- Provide research and recommendations for strategies for managing specific constituents and donors.
- Manage and lead both Annual Giving and Major Gift staff to assure successful results and that annual dollar goals are met and achieved.
- Oversee Advancement Services, including gift reporting, acknowledgments, accounting, and data management of the Advancement Office.
- Personally maintain a portfolio of major gift prospects, cultivating, soliciting, and closing these gifts.
- Ensure, in conjunction with Chief Financial Officer, institutional financial management of gifts and campus project coordination.
- Travel locally, regionally and nationally as required.

Constituent Relations

- Oversee alumni and parent relations, including the Alumni Association, Parents Association and other affinity groups, with the goal of building community and a culture of engagement and philanthropy.
- Oversee Donor Relations, including cultivation and stewardship.
- Coordinate with the Admission Office to ensure alignment of institutional objectives.
- Provide organizational and administrative support for the Board of Trustees.
- Attend all Board meetings.
- Staff the Board Advancement Committee, Committee on Trustees, and Strategic Planning Committee.

Other Responsibilities

- Work with the Head of School and School's Administrative Team to help develop priorities for the School and to implement strategies to achieve the vision and goals of the institution.
- Support the Head of School on other tasks as assigned.



Preferred Qualifications

- A bachelor's degree is required. An advanced degree in a related field is preferred.
- 8+ years of leadership experience in institutional advancement, preferably at a non-profit institution with an educational component.
- Successful fundraising experience with cultivation stewardship, campaigns, major gift solicitation, planned giving and donor relations.
- Demonstrated strengths in interpersonal skills and collaboration.
- Experience working with and connecting to a large and diverse community.
- Excellent written and verbal communication skills.
- Ability to oversee a department and motivate, manage and inspire people while also acting as a professional mentor to build on the skills and strengths of direct reports.
- Possess the necessary skills to effectively use technology, including Raisers Edge, Microsoft Office Suite among others.
- Integrity, warmth, flexibility, confidence, a positive outlook and a sense of humor.



GSB Diversity Statement

Gill St. Bernard's School affirms that a diverse community of students, faculty, administration, staff, trustees, and alumni is essential to who we are as a school. We respect and value diversity, which includes, but is not limited to, race, ethnicity, religion, national origin, family structure, age, physical ability, sexual orientation, and socioeconomic background, as the basis for fostering a strong sense of self, community, and global understanding.

Salary Range

\$160,000 – \$190,000



Application Procedure

This opening has a start date of July 1, 2024. To be considered, candidates should submit a statement of interest and CV to The Angeletti Group at search@theangelettigroup.com.

Nominations and confidential inquiries can be made to:

The Angeletti Group

(973) 540-1400

search@theangelettigroup.com

Equal Opportunity Employer

Gill St. Bernard's School prohibits discrimination against and harassment of any employee or any applicant for employment because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable federal or state law. All personnel who are responsible for hiring and promoting employees and for the development and implementation of the school's programs or activities are charged to support this effort and to respond promptly and appropriately to any concerns that are brought to their attention.