Grandview Preparatory School Advancement Director

About Us:

Grandview Preparatory School is a vibrant community of learners where innovation meets education, and every day is an opportunity to inspire and be inspired.

The Role: Advancement Director

As our Advancement Director, you'll be orchestrating alignment between our school mission and the larger community. Your role is to share the Grandview mission, generating interest, philanthropy, and alumni connections. These connections will propel Grandview’s impact and garner the resources needed to reach our community's potential.

Key Responsibilities:

Crafting Connections:
- Fostering a sense of belonging and shared purpose.
- Collaborating with alumni, parents, and friends to strengthen ties and build a network of lifelong advocates.
- Build strong relationships with the City of Boca Raton, Chamber of commerce and other local organizations.

Fundraising:
- Design and execute fundraising initiatives that resonate with our community's values and aspirations, as well as targeted financial outcome goals.
- Initiate and organize the school’s annual fund and capital campaign.
- Utilize and maintain the data, records, and software relative to the advancement department goals.
- Transform fundraising into both human and capital participation in school life and purpose-building relationships between the gift and the donor’s presence and purpose.

Alumni Amplification:
- Creating initiatives that resonate with the unique experiences of our graduates.
- Create opportunities for alumni to reconnect, share their stories, and contribute to the growth of our school.

Events:
• Plan and execute events that embody the spirit of our community, from intimate gatherings to grand celebrations.
• Turn every event into a showcase of our school’s ethos and an invitation to be part of something extraordinary.

Qualifications:
• A sincere passion for progressive, constructivist education and community building.
• Previous experience in fundraising, and community engagement. (private school preferred)
• Excellent communication and organizational skills, inspirational social presence, and an innovative approach to community building across education into the larger community and industry landscape.

Perks:
• A front-row witness to the transformative power of education.
• An inclusive and collaborative work environment where ideas are welcome and celebrated.
• Competitive salary and benefits package
• Opportunities for professional development and growth.

How to Apply:
If you’re ready to join the team at Grandview, send your resume, a cover letter that showcases your skills and creativity, and a statement of your philosophy regarding community building to employment@grandviewprep.net. Our shared journey is waiting for you!

Carpe Diem,

Jacqueline Westerfield
Head of School
Grandview Preparatory School
https://www.grandviewprep.net/
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